

Folder Side: Performance
Name: TOMMY HENSON
Account Number: 42278



NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | | | |
|---|--------------|--|------------------|--|---------------|--|---------------|--|------------------|---|---------------|---------------------|--|----------------|--|
| 1. Name (Last, First, Middle) HENSON II, TOMMY TUCKER | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 07/28/2015 | | | | | | | |
| FIRST ACTION | | | | SECOND ACTION | | | | | | | | | | | |
| 5-A. Code 849 | | 5-B. Nature of Action INDIVIDUAL CASH AWARD NRB | | 6-A. Code | | 6-B. Nature of Action | | | | | | | | | |
| 5-C. Code | | 5-D. Legal Authority | | 6-C. Code | | 6-D. Legal Authority | | | | | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | 6-E. Code | | 6-F. Legal Authority | | | | | | | | | |
| 7. FROM: Position Title and Number | | | | 15. TO: Position Title and Number GENERAL ATTORNEY VFDA0000 0030959 | | | | | | | | | | | |
| 8. Pay Plan | 9. Occ. Code | 10. Grade or Level | 11. Step or Rate | 12. Total Salary | 13. Pay Basis | 16. Pay Plan | 17. Occ. Code | 18. Grade or Level | 19. Step or Rate | 20. Total Salary/Award 225 | 21. Pay Basis | | | | |
| 12A. Basic Pay | | 12B. Locality Adj. | | 12C. Adj. Basic Pay | | 12D. Other Pay | | 20A. Basic Pay | | 20B. Locality Adj. | | 20C. Adj. Basic Pay | | 20D. Other Pay | |
| 14. Name and Location of Position's Organization | | | | 22. Name and Location of Position's Organization REGION 6 OFFICE OF REGIONAL COUNSEL DEPUTY REGIONAL COUNSEL FOR ENF WATER ENFORCEMENT BRANCH DALLAS, TEXAS | | | | | | | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | | | | | |
| 23. Veterans Preference 1 - None 2 - 5-Point 3 - 10-Point/Disability 4 - 10-Point/Compensable 5 - 10-Point/Other 6 - 10-Point/Compensable/30% | | | | | | 24. Tenure 1 - None 2 - Conditional 3 - Indefinite 1 - Permanent | | 25. Agency Use | | 26. Veterans Preference for RIF YES <input checked="" type="checkbox"/> NO | | | | | |
| 27. EEO-1 [REDACTED] | | | | | | 28. Annuitant Indicator 9 NOT APPLICABLE | | | | 29. Pay Rate Determinant 0 | | | | | |
| 30. Retirement Plan K FERS & FICA | | | | 31. Service Comp. Date (Leave) 04/25/2010 | | 32. Work Schedule F FULL-TIME | | | | 33. Part-Time Hours Per Biweekly Pay Period | | | | | |
| POSITION DATA | | | | | | | | | | | | | | | |
| 34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved | | | | 35. FLSA Category E E - Exempt N - Nonexempt | | 36. Appropriation Code | | | | 37. Bargaining Unit Status 1050 | | | | | |
| 38. Duty Station Code 48-1730-113 | | | | 39. Duty Station (City - County - State or Overseas Location) DALLAS, DALLAS, TEXAS | | | | | | | | | | | |
| 40. Agency Data FUNC CLS 00 | | 41. VET STAT X | | 42. EDUC LVL 15 | | 43. SUPV STAT 8 | | 44. POSITION SENSITIVITY NONSENSITIVE/LOW RI | | | | | | | |
| 45. Remarks | | | | | | | | | | | | | | | |
| 46. Employing Department or Agency EP - ENVIRONMENTAL PROTECTIO | | | | | | 50. Signature/Authentication and Title of Approving Official 151352818 / ELECTRONICALLY SIGNED BY: PATRICIA L. WATSON HUMAN RESOURCES OFFICER | | | | | | | | | |
| 47. Agency Code EP00 | | 48. Personnel Office ID 3248 | | 49. Approval Date 07/28/2015 | | | | | | | | | | | |



NOTIFICATION OF PERSONNEL ACTION

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|---|--------------|--|------------------|--|---------------|--|---------------|--|------------------|--|---------------|---------------------|--|----------------|--|
| 1. Name (Last, First, Middle) HENSON II, TOMMY TUCKER | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 05/05/2015 | | | | | | | |
| FIRST ACTION | | | | SECOND ACTION | | | | | | | | | | | |
| 5-A. Code 849 | | 5-B. Nature of Action INDIVIDUAL CASH AWARD NRB | | 6-A. Code | | 6-B. Nature of Action | | | | | | | | | |
| 5-C. Code | | 5-D. Legal Authority | | 6-C. Code | | 6-D. Legal Authority | | | | | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | 6-E. Code | | 6-F. Legal Authority | | | | | | | | | |
| 7. FROM: Position Title and Number | | | | 15. TO: Position Title and Number GENERAL ATTORNEY VFDA0000 0030959 | | | | | | | | | | | |
| 8. Pay Plan | 9. Occ. Code | 10. Grade or Level | 11. Step or Rate | 12. Total Salary | 13. Pay Basis | 16. Pay Plan | 17. Occ. Code | 18. Grade or Level | 19. Step or Rate | 20. Total Salary/Award 1700 | 21. Pay Basis | | | | |
| 12A. Basic Pay | | 12B. Locality Adj. | | 12C. Adj. Basic Pay | | 12D. Other Pay | | 20A. Basic Pay | | 20B. Locality Adj. | | 20C. Adj. Basic Pay | | 20D. Other Pay | |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization REGION 6 OFFICE OF REGIONAL COUNSEL DEPUTY REGIONAL COUNSEL FOR ENF WATER ENFORCEMENT BRANCH DALLAS, TEXAS | | | | | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | | | | | |
| 23. Veterans Preference 1 - None 2 - 5-Point 3 - 10-Point/Disability 4 - 10-Point/Compensable 5 - 10-Point/Other 6 - 10-Point/Compensable/30% | | | | | | 24. Tenure 1 - None 2 - Conditional 3 - Indefinite 1 - Permanent | | 25. Agency Use | | 26. Veterans Preference for RIF YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> | | | | | |
| 27. EEO-1 [REDACTED] | | | | | | 28. Annuitant Indicator 9 NOT APPLICABLE | | | | 29. Pay Rate Determinant 0 | | | | | |
| 30. Retirement Plan K FERS & FICA | | | | 31. Service Comp. Date (Leave) 04/25/2010 | | 32. Work Schedule F FULL-TIME | | | | 33. Part-Time Hours Per Biweekly Pay Period | | | | | |
| POSITION DATA | | | | | | | | | | | | | | | |
| 34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved | | | | 35. FLSA Category E E - Exempt N - Nonexempt | | 36. Appropriation Code | | | | 37. Bargaining Unit Status 1050 | | | | | |
| 38. Duty Station Code 48-1730-113 | | | | 39. Duty Station (City - County - State or Overseas Location) DALLAS, DALLAS, TEXAS | | | | | | | | | | | |
| 40. Agency Data FUNC CLS 00 | | 41. VET STAT X | | 42. EDUC LVL 15 | | 43. SUPV STAT 8 | | 44. POSITION SENSITIVITY NONSENSITIVE/LOW RI | | | | | | | |
| 45. Remarks | | | | | | | | | | | | | | | |
| 46. Employing Department or Agency EP - ENVIRONMENTAL PROTECTIO | | | | | | 50. Signature/Authentication and Title of Approving Official 150803882 / ELECTRONICALLY SIGNED BY: PATRICIA L. WATSON HUMAN RESOURCES OFFICER | | | | | | | | | |
| 47. Agency Code EP00 | | 48. Personnel Office ID 3248 | | 49. Approval Date 05/05/2015 | | | | | | | | | | | |



NOTIFICATION OF PERSONNEL ACTION

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|--|--------------|--|------------------|--|---------------|--|---------------|--|------------------|--|---------------|---------------------|--|----------------|--|
| 1. Name (Last, First, Middle) HENSON II, TOMMY TUCKER | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 04/30/2015 | | | | | | | |
| FIRST ACTION | | | | SECOND ACTION | | | | | | | | | | | |
| 5-A. Code 846 | | 5-B. Nature of Action INDIVIDUAL TIME-OFF AWARD | | 6-A. Code | | 6-B. Nature of Action | | | | | | | | | |
| 5-C. Code | | 5-D. Legal Authority | | 6-C. Code | | 6-D. Legal Authority | | | | | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | 6-E. Code | | 6-F. Legal Authority | | | | | | | | | |
| 7. FROM: Position Title and Number | | | | 15. TO: Position Title and Number GENERAL ATTORNEY VFDA0000 0030959 | | | | | | | | | | | |
| 8. Pay Plan | 9. Occ. Code | 10. Grade or Level | 11. Step or Rate | 12. Total Salary | 13. Pay Basis | 16. Pay Plan | 17. Occ. Code | 18. Grade or Level | 19. Step or Rate | 20. Total Salary/Award 4 HRS | 21. Pay Basis | | | | |
| 12A. Basic Pay | | 12B. Locality Adj. | | 12C. Adj. Basic Pay | | 12D. Other Pay | | 20A. Basic Pay | | 20B. Locality Adj. | | 20C. Adj. Basic Pay | | 20D. Other Pay | |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization REGION 6 OFFICE OF REGIONAL COUNSEL DEPUTY REGIONAL COUNSEL FOR ENF WATER ENFORCEMENT BRANCH DALLAS, TEXAS | | | | | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | | | | | |
| 23. Veterans Preference 1 - None 2 - 5-Point 3 - 10-Point/Disability 4 - 10-Point/Compensable 5 - 10-Point/Other 6 - 10-Point/Compensable/30% | | | | | | 24. Tenure 1 - None 2 - Conditional 3 - Indefinite 1 - Permanent | | 25. Agency Use | | 26. Veterans Preference for RIF YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> | | | | | |
| 27. EEO-1 [REDACTED] | | | | | | 28. Annuitant Indicator 9 NOT APPLICABLE | | | | 29. Pay Rate Determinant 0 | | | | | |
| 30. Retirement Plan K FERS & FICA | | | | 31. Service Comp. Date (Leave) 04/25/2010 | | 32. Work Schedule F FULL-TIME | | | | 33. Part-Time Hours Per Biweekly Pay Period | | | | | |
| POSITION DATA | | | | | | | | | | | | | | | |
| 34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved | | | | 35. FLSA Category E E - Exempt N - Nonexempt | | 36. Appropriation Code | | | | 37. Bargaining Unit Status 1050 | | | | | |
| 38. Duty Station Code 48-1730-113 | | | | 39. Duty Station (City - County - State or Overseas Location) DALLAS, DALLAS, TEXAS | | | | | | | | | | | |
| 40. Agency Data FUNC CLS 00 | | 41. VET STAT X | | 42. EDUC LVL 15 | | 43. SUPV STAT 8 | | 44. POSITION SENSITIVITY NONSENSITIVE/LOW RI | | | | | | | |
| 45. Remarks YOU HAVE BEEN GRANTED 4 HOURS OF TIME-OFF WITHOUT CHARGE TO LEAVE OR LOSS OF PAY. YOU HAVE 365 DAYS FROM THE EFFECTIVE DATE OF THIS SF50 TO USE THIS AWARD. ANY TIME-OFF AWARD HOURS NOT USED WILL BE FORFEITED AND CANNOT BE CONVERTED TO CASH OR ANOTHER TYPE OF LEAVE. | | | | | | | | | | | | | | | |
| 46. Employing Department or Agency EP - ENVIRONMENTAL PROTECTIO | | | | | | 50. Signature/Authentication and Title of Approving Official 150813116 / ELECTRONICALLY SIGNED BY: PATRICIA L. WATSON HUMAN RESOURCES OFFICER | | | | | | | | | |
| 47. Agency Code EP00 | | 48. Personnel Office ID 3248 | | 49. Approval Date 04/30/2015 | | | | | | | | | | | |



NOTIFICATION OF PERSONNEL ACTION

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|---|--------------|--|------------------|--|---------------|--|---------------|--|------------------|--|---------------|---------------------|--|----------------|--|
| 1. Name (Last, First, Middle) HENSON II, TOMMY TUCKER | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 07/08/2014 | | | | | | | |
| FIRST ACTION | | | | SECOND ACTION | | | | | | | | | | | |
| 5-A. Code 849 | | 5-B. Nature of Action INDIVIDUAL CASH AWARD NRB | | 6-A. Code | | 6-B. Nature of Action | | | | | | | | | |
| 5-C. Code | | 5-D. Legal Authority | | 6-C. Code | | 6-D. Legal Authority | | | | | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | 6-E. Code | | 6-F. Legal Authority | | | | | | | | | |
| 7. FROM: Position Title and Number | | | | 15. TO: Position Title and Number GENERAL ATTORNEY VFDA0000 0030959 | | | | | | | | | | | |
| 8. Pay Plan | 9. Occ. Code | 10. Grade or Level | 11. Step or Rate | 12. Total Salary | 13. Pay Basis | 16. Pay Plan | 17. Occ. Code | 18. Grade or Level | 19. Step or Rate | 20. Total Salary/Award 1925 | 21. Pay Basis | | | | |
| 12A. Basic Pay | | 12B. Locality Adj. | | 12C. Adj. Basic Pay | | 12D. Other Pay | | 20A. Basic Pay | | 20B. Locality Adj. | | 20C. Adj. Basic Pay | | 20D. Other Pay | |
| 14. Name and Location of Position's Organization | | | | 22. Name and Location of Position's Organization REGION 6 OFFICE OF REGIONAL COUNSEL DEPUTY REGIONAL COUNSEL FOR ENF WATER ENFORCEMENT BRANCH DALLAS, TEXAS | | | | | | | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | | | | | |
| 23. Veterans Preference 1 - None 2 - 5-Point 3 - 10-Point/Disability 4 - 10-Point/Compensable 5 - 10-Point/Other 6 - 10-Point/Compensable/30% | | | | | | 24. Tenure 1 - None 2 - Conditional 3 - Indefinite 1 - Permanent | | 25. Agency Use | | 26. Veterans Preference for RIF YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> | | | | | |
| 27. FEGLI [REDACTED] | | | | | | 28. Annuitant Indicator 9 NOT APPLICABLE | | | | 29. Pay Rate Determinant 0 | | | | | |
| 30. Retirement Plan K FERS & FICA | | | | 31. Service Comp. Date (Leave) 04/25/2010 | | 32. Work Schedule F FULL-TIME | | | | 33. Part-Time Hours Per Biweekly Pay Period | | | | | |
| POSITION DATA | | | | | | | | | | | | | | | |
| 34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved | | | | 35. FLSA Category E E - Exempt N - Nonexempt | | 36. Appropriation Code | | | | 37. Bargaining Unit Status 1050 | | | | | |
| 38. Duty Station Code 48-1730-113 | | | | 39. Duty Station (City - County - State or Overseas Location) DALLAS, DALLAS, TEXAS | | | | | | | | | | | |
| 40. Agency Data FUNC CLS 00 | | 41. VET STAT X | | 42. EDUC LVL 15 | | 43. SUPV STAT 8 | | 44. POSITION SENSITIVITY NONSENSITIVE/LOW RI | | | | | | | |
| 45. Remarks | | | | | | | | | | | | | | | |
| 46. Employing Department or Agency EP - ENVIRONMENTAL PROTECTIO | | | | | | 50. Signature/Authentication and Title of Approving Official 141188853 / ELECTRONICALLY SIGNED BY: NANCY C. CICCARELLO ACTING HUMAN RESOURCES OFFICER | | | | | | | | | |
| 47. Agency Code EP00 | | 48. Personnel Office ID 3248 | | 49. Approval Date 07/08/2014 | | | | | | | | | | | |



NOTIFICATION OF PERSONNEL ACTION

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|---|----------------------|--|------------------------|---|---------------------|---|-----------------------|---------------------------------|------------------------|--|---------------|-----------------------------------|--|-----------------------|--|
| 1. Name (Last, First, Middle) Henson II, Tommy Tucker | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 01/07/2014 | | | | | | | |
| FIRST ACTION | | | | SECOND ACTION | | | | | | | | | | | |
| 5-A. Code 846 | | 5-B. Nature of Action Individual Time-Off Award | | | | 6-A. Code | | 6-B. Nature of Action | | | | | | | |
| 5-C. Code | | 5-D. Legal Authority | | | | 6-C. Code | | 6-D. Legal Authority | | | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | | | 6-E. Code | | 6-F. Legal Authority | | | | | | | |
| 7. FROM: Position Title and Number General Attorney 001440 00030959 | | | | | | 15. TO: Position Title and Number General Attorney 001440 00030959 | | | | | | | | | |
| 8. Pay Plan GS | 9. Occ. Code 0905 | 10. Grade or Level 14 | 11. Step or Rate 02 | 12. Total Salary 105,610.00 | 13. Pay Basis PA | 16. Pay Plan GS | 17. Occ. Code 0905 | 18. Grade or Level 14 | 19. Step or Rate 02 | 20. Total Salary/Award 06.00 Hours | 21. Pay Basis | | | | |
| 12A. Basic Pay 87,520.00 | | 12B. Locality Adj. 18,090.00 | | 12C. Adj. Basic Pay 105,610.00 | | 12D. Other Pay 0 | | 20A. Basic Pay 87,520.00 | | 20B. Locality Adj. 18,090.00 | | 20C. Adj. Basic Pay 105,610.00 | | 20D. Other Pay \$0 | |
| 14. Name and Location of Position's Organization DeptID: 0000003556 Org Cd: 90696200 Environmental Protection Agency Region 6 Dallas, Office Of Regional Counsel, Deputy Regnl Counsel For Enforcement, Water Enforcement Branch Dallas TX USA | | | | | | 22. Name and Location of Position's Organization DeptID: 0000003556 Org Cd: 90696200 Environmental Protection Agency Region 6 Dallas, Office Of Regional Counsel, Deputy Regnl Counsel For Enforcement, Water Enforcement Branch Dallas TX USA | | | | | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | | | | | |
| 23. Veterans Preference 1 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30% | | | | | | 24. Tenure 1 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite | | 25. Agency Use 8 | | 26. Veterans Preference for RIF YES X NO | | | | | |
| 27. EEO-1 [REDACTED] | | | | | | 28. Annuitant Indicator 9 Not Applicable | | | | 29. Pay Rate Determinant 0 0 Regular Rate | | | | | |
| 30. Retirement Plan K FERS and FICA | | | | 31. Service Comp. Date (Leave) 04/25/2010 | | 32. Work Schedule F Full Time | | | | 33. Part-Time Hours Per 00 Biweekly Pay Period | | | | | |
| POSITION DATA | | | | | | | | | | | | | | | |
| 34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved | | | | 35. FLSA Category E E - Exempt N - Nonexempt | | 36. Appropriation Code | | | | 37. Bargaining Unit Status 1050 | | | | | |
| 38. Duty Station Code 48-1730-113 | | | | 39. Duty Station (City - County - State or Overseas Location) Dallas Dallas TX USA | | | | | | | | | | | |
| 40. Agency Data C60 | | 41. 04/21/2013 | | 42. | | 43. WDM | | 44. PAR Number: | | | | | | | |
| 45. Remarks Time off award must be used prior to 365 days from effective date. | | | | | | | | | | | | | | | |
| 46. Employing Department or Agency Environmental Protection Agency | | | | | | 50. Signature/Authentication and Title of Approving Official Nancy C. Ciccarello Acting HR Officer | | | | | | | | | |
| 47. Agency Code EP00 | | 48. Personnel Office ID 3248 | | 49. Approval Date 12/19/2013 | | | | | | | | | | | |



NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | |
|---|--|--|--|---|--|---|--|--|--|---|--|
| 1. Name (Last, First, Middle) Henson II, Tommy Tucker | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 08/08/2012 | | | |
| FIRST ACTION | | | | SECOND ACTION | | | | | | | |
| 5-A. Code 849 | | 5-B. Nature of Action Individual Cash Award NRB | | | | 6-A. Code | | 6-B. Nature of Action | | | |
| 5-C. Code | | 5-D. Legal Authority | | | | 6-C. Code | | 6-D. Legal Authority | | | |
| 5-E. Code | | 5-F. Legal Authority | | | | 6-E. Code | | 6-F. Legal Authority | | | |
| 7. FROM: Position Title and Number General Attorney 001440 00030959 | | | | | | 15. TO: Position Title and Number General Attorney 001440 00030959 | | | | | |
| 8. Pay Plan GS | | 9. Occ. Code 0905 | | 10. Grade or Level 14 | | 11. Step or Rate 01 | | 12. Total Salary 102,204.00 | | 13. Pay Basis PA | |
| 16. Pay Plan GS | | 17. Occ. Code 0905 | | 18. Grade or Level 14 | | 19. Step or Rate 01 | | 20. Total Salary/Award 300.00 | | 21. Pay Basis | |
| 12A. Basic Pay 84,697.00 | | 12B. Locality Adj. 17,507.00 | | 12C. Adj. Basic Pay 102,204.00 | | 12D. Other Pay 0 | | 20A. Basic Pay 84,697.00 | | 20B. Locality Adj. 17,507.00 | |
| | | | | 20C. Adj. Basic Pay 102,204.00 | | 20D. Other Pay \$0 | | | | | |
| 14. Name and Location of Position's Organization DeptID: 0000003556 Org Cd: 90696200 Environmental Protection Agency Region 6 Dallas, Office Of Regional Counsel, Deputy Regnl Counsel For Enforcement, Water Enforcement Branch Dallas TX USA | | | | | | 22. Name and Location of Position's Organization DeptID: 0000003556 Org Cd: 90696200 Environmental Protection Agency Region 6 Dallas, Office Of Regional Counsel, Deputy Regnl Counsel For Enforcement, Water Enforcement Branch Dallas TX USA | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | |
| 23. Veterans Preference 1 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30% | | | | | | 24. Tenure 2 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite | | 25. Agency Use 8 | | 26. Veterans Preference for RIF YES X NO | |
| 27. EEGLI [REDACTED] | | | | | | 28. Annuitant Indicator 9 Not Applicable | | 29. Pay Rate Determinant 0 0 Regular Rate | | | |
| 30. Retirement Plan K FERS and FICA | | | | 31. Service Comp. Date (Leave) 04/25/2010 | | 32. Work Schedule F Full Time | | 33. Part-Time Hours Per 00 Biweekly Pay Period | | | |
| POSITION DATA | | | | | | | | | | | |
| 34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved | | | | 35. FLSA Category E E - Exempt N - Nonexempt | | 36. Appropriation Code | | | | 37. Bargaining Unit Status 0012 | |
| 38. Duty Station Code 48-1730-113 | | | | 39. Duty Station (City - County - State or Overseas Location) Dallas Dallas TX USA | | | | | | | |
| 40. Agency Data C60 | | 41. 04/22/2012 | | 42. | | 43. WDM | | 44. PAR Number: | | | |
| 45. Remarks | | | | | | | | | | | |
| 46. Employing Department or Agency Environmental Protection Agency | | | | | | 50. Signature/Authentication and Title of Approving Official Patricia L Watson Human Resources Officer | | | | | |
| 47. Agency Code EP00 | | 48. Personnel Office ID 3248 | | 49. Approval Date 08/07/2012 | | | | | | | |



NOTIFICATION OF PERSONNEL ACTION

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|---|--|--|--|---|--|---|--|--|--|---|--|
| 1. Name (Last, First, Middle) Henson II, Tommy Tucker | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 07/03/2012 | | | |
| FIRST ACTION | | | | SECOND ACTION | | | | | | | |
| 5-A. Code 849 | | 5-B. Nature of Action Individual Cash Award NRB | | | | 6-A. Code | | 6-B. Nature of Action | | | |
| 5-C. Code | | 5-D. Legal Authority | | | | 6-C. Code | | 6-D. Legal Authority | | | |
| 5-E. Code | | 5-F. Legal Authority | | | | 6-E. Code | | 6-F. Legal Authority | | | |
| 7. FROM: Position Title and Number General Attorney 001440 00030959 | | | | | | 15. TO: Position Title and Number General Attorney 001440 00030959 | | | | | |
| 8. Pay Plan GS | | 9. Occ. Code 0905 | | 10. Grade or Level 14 | | 11. Step or Rate 01 | | 12. Total Salary 102,204.00 | | 13. Pay Basis PA | |
| 16. Pay Plan GS | | 17. Occ. Code 0905 | | 18. Grade or Level 14 | | 19. Step or Rate 01 | | 20. Total Salary/Award 2,670.00 | | 21. Pay Basis | |
| 12A. Basic Pay 84,697.00 | | 12B. Locality Adj. 17,507.00 | | 12C. Adj. Basic Pay 102,204.00 | | 12D. Other Pay 0 | | 20A. Basic Pay 84,697.00 | | 20B. Locality Adj. 17,507.00 | |
| | | | | 20C. Adj. Basic Pay 102,204.00 | | 20D. Other Pay \$0 | | | | | |
| 14. Name and Location of Position's Organization DeptID: 0000003556 Org Cd: 90696200 Environmental Protection Agency Region 6 Dallas, Office Of Regional Counsel, Deputy Regnl Counsel For Enforcement, Water Enforcement Branch Dallas TX USA | | | | | | 22. Name and Location of Position's Organization DeptID: 0000003556 Org Cd: 90696200 Environmental Protection Agency Region 6 Dallas, Office Of Regional Counsel, Deputy Regnl Counsel For Enforcement, Water Enforcement Branch Dallas TX USA | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | |
| 23. Veterans Preference 1 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30% | | | | | | 24. Tenure 2 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite | | 25. Agency Use 8 | | 26. Veterans Preference for RIF YES X NO | |
| 27. EEGLI [REDACTED] | | | | | | 28. Annuitant Indicator 9 Not Applicable | | 29. Pay Rate Determinant 0 0 Regular Rate | | | |
| 30. Retirement Plan K FERS and FICA | | | | 31. Service Comp. Date (Leave) 04/25/2010 | | 32. Work Schedule F Full Time | | 33. Part-Time Hours Per 00 Biweekly Pay Period | | | |
| POSITION DATA | | | | | | | | | | | |
| 34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved | | | | 35. FLSA Category E E - Exempt N - Nonexempt | | 36. Appropriation Code | | 37. Bargaining Unit Status 0012 | | | |
| 38. Duty Station Code 48-1730-113 | | | | 39. Duty Station (City - County - State or Overseas Location) Dallas Dallas TX USA | | | | | | | |
| 40. Agency Data C60 | | 41. 04/22/2012 | | 42. | | 43. WDM | | 44. PAR Number: | | | |
| 45. Remarks | | | | | | | | | | | |
| 46. Employing Department or Agency Environmental Protection Agency | | | | | | 50. Signature/Authentication and Title of Approving Official Patricia L Watson Human Resources Officer | | | | | |
| 47. Agency Code EP00 | | 48. Personnel Office ID 3248 | | 49. Approval Date 06/27/2012 | | | | | | | |



NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | |
|---|--|--|--|---|--|---|--|--|--|---|--|
| 1. Name (Last, First, Middle) Henson II, Tommy Tucker | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 04/20/2012 | | | |
| FIRST ACTION | | | | SECOND ACTION | | | | | | | |
| 5-A. Code 846 | | 5-B. Nature of Action Individual Time-Off Award | | | | 6-A. Code | | 6-B. Nature of Action | | | |
| 5-C. Code | | 5-D. Legal Authority | | | | 6-C. Code | | 6-D. Legal Authority | | | |
| 5-E. Code | | 5-F. Legal Authority | | | | 6-E. Code | | 6-F. Legal Authority | | | |
| 7. FROM: Position Title and Number General Attorney 001961 00030959 | | | | | | 15. TO: Position Title and Number General Attorney 001961 00030959 | | | | | |
| 8. Pay Plan GS | | 9. Occ. Code 0905 | | 10. Grade or Level 13 | | 11. Step or Rate 01 | | 12. Total Salary 86,489.00 | | 13. Pay Basis PA | |
| 16. Pay Plan GS | | 17. Occ. Code 0905 | | 18. Grade or Level 13 | | 19. Step or Rate 01 | | 20. Total Salary/Award 04.00 Hours | | 21. Pay Basis | |
| 12A. Basic Pay 71,674.00 | | 12B. Locality Adj. 14,815.00 | | 12C. Adj. Basic Pay 86,489.00 | | 12D. Other Pay 0 | | 20A. Basic Pay 71,674.00 | | 20B. Locality Adj. 14,815.00 | |
| | | | | 20C. Adj. Basic Pay 86,489.00 | | 20D. Other Pay \$0 | | | | | |
| 14. Name and Location of Position's Organization DeptID: 0000003556 Org Cd: 90696200 Environmental Protection Agency Region 6 Dallas, Office Of Regional Counsel, Deputy Regnl Counsel For Enforcement, Water Enforcement Branch Dallas TX USA | | | | | | 22. Name and Location of Position's Organization DeptID: 0000003556 Org Cd: 90696200 Environmental Protection Agency Region 6 Dallas, Office Of Regional Counsel, Deputy Regnl Counsel For Enforcement, Water Enforcement Branch Dallas TX USA | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | |
| 23. Veterans Preference 1 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30% | | | | | | 24. Tenure 2 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite | | 25. Agency Use 8 | | 26. Veterans Preference for RIF YES X NO | |
| 27. FEGLI [REDACTED] | | | | | | 28. Annuitant Indicator 9 Not Applicable | | 29. Pay Rate Determinant 0 0 Regular Rate | | | |
| 30. Retirement Plan K FERS and FICA | | | | 31. Service Comp. Date (Leave) 04/25/2010 | | 32. Work Schedule F Full Time | | 33. Part-Time Hours Per 00 Biweekly Pay Period | | | |
| POSITION DATA | | | | | | | | | | | |
| 34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved | | | | 35. FLSA Category E E - Exempt N - Nonexempt | | 36. Appropriation Code | | | | 37. Bargaining Unit Status 0012 | |
| 38. Duty Station Code 48-1730-113 | | | | 39. Duty Station (City - County - State or Overseas Location) Dallas Dallas TX USA | | | | | | | |
| 40. Agency Data C60 | | 41. 04/24/2011 | | 42. | | 43. WDM | | 44. PAR Number: | | | |
| 45. Remarks Time off award must be used prior to 365 days from effective date. | | | | | | | | | | | |
| 46. Employing Department or Agency Environmental Protection Agency | | | | | | 50. Signature/Authentication and Title of Approving Official Patricia L Watson Human Resources Officer | | | | | |
| 47. Agency Code EP00 | | 48. Personnel Office ID 3248 | | 49. Approval Date 04/17/2012 | | | | | | | |



NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | |
|--|-----------------------------|---|-------------------------------|--|--|--|------------------------------|--|---|--|---------------|
| 1. Name (Last, First, Middle) Henson II, Tommy Tucker | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 01/12/2012 | | | |
| FIRST ACTION | | | | | SECOND ACTION | | | | | | |
| 5-A. Code 846 | | 5-B. Nature of Action Individual Time-Off Award | | | 6-A. Code | | 6-B. Nature of Action | | | | |
| 5-C. Code | | 5-D. Legal Authority | | | 6-C. Code | | 6-D. Legal Authority | | | | |
| 5-E. Code | | 5-F. Legal Authority | | | 6-E. Code | | 6-F. Legal Authority | | | | |
| 7. FROM: Position Title and Number General Attorney 001961 00030959 | | | | | 15. TO: Position Title and Number General Attorney 001961 00030959 | | | | | | |
| 8. Pay Plan GS | 9. Occ. Code 0905 | 10. Grade or Level 13 | 11. Step or Rate 01 | 12. Total Salary 86,489.00 | 13. Pay Basis PA | 16. Pay Plan GS | 17. Occ. Code 0905 | 18. Grade or Level 13 | 19. Step or Rate 01 | 20. Total Salary/Award 03.00 Hours | 21. Pay Basis |
| 12A. Basic Pay 71,674.00 | | 12B. Locality Adj. 14,815.00 | | 12C. Adj. Basic Pay 86,489.00 | | 12D. Other Pay 0 | | 20A. Basic Pay 71,674.00 | | 20B. Locality Adj. 14,815.00 | |
| | | | | | | | | 20C. Adj. Basic Pay 86,489.00 | | 20D. Other Pay \$0 | |
| 14. Name and Location of Position's Organization DeptID: 0000003556 Org Cd: 90696200 Environmental Protection Agency Region 6 Dallas, Office Of Regional Counsel, Deputy Regnl Counsel For Enforcement, Water Enforcement Branch Dallas TX USA | | | | | | 22. Name and Location of Position's Organization DeptID: 0000003556 Org Cd: 90696200 Environmental Protection Agency Region 6 Dallas, Office Of Regional Counsel, Deputy Regnl Counsel For Enforcement, Water Enforcement Branch Dallas TX USA | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | |
| 23. Veterans Preference 1 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30% | | | | | | 24. Tenure 2 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite | | 25. Agency Use 8 | | 26. Veterans Preference for RIF YES X NO | |
| 27. FEGLI [REDACTED] | | | | | | 28. Annuitant Indicator 9 Not Applicable | | 29. Pay Rate Determinant 0 0 Regular Rate | | | |
| 30. Retirement Plan K FERS and FICA | | | | 31. Service Comp. Date (Leave) 04/25/2010 | | 32. Work Schedule F Full Time | | 33. Part-Time Hours Per Biweekly Pay Period 00 | | | |
| POSITION DATA | | | | | | | | | | | |
| 34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved | | | | 35. FLSA Category E E - Exempt N - Nonexempt | | 36. Appropriation Code | | | 37. Bargaining Unit Status 0012 | | |
| 38. Duty Station Code 48-1730-113 | | | | 39. Duty Station (City - County - State or Overseas Location) Dallas Dallas TX USA | | | | | | | |
| 40. Agency Data C60 | | 41. 04/24/2011 | | 42. | | 43. WDM | | 44. PAR Number: | | | |
| 45. Remarks Time off award must be used prior to 365 days from effective date. | | | | | | | | | | | |
| 46. Employing Department or Agency Environmental Protection Agency | | | | | | 50. Signature/Authentication and Title of Approving Official Patricia L Watson Human Resources Officer | | | | | |
| 47. Agency Code EP00 | | 48. Personnel Office ID 3248 | | 49. Approval Date 01/09/2012 | | | | | | | |



NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | | | | | | | | | | | |
|--|--|--|--|---|--|---|--|---------------------------------|--|----------------------------------|--|--|--|--|--|--|--|---------------------------------|--|----------------------------------|--|---------------|--|
| 1. Name (Last, First, Middle) Henson II, Tommy Tucker | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 08/30/2011 | | | | | | | | | | | | | | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | | | | | | | | | | | | | |
| 5-A. Code 849 | | 5-B. Nature of Action Individual Cash Award NRB | | | | 6-A. Code | | 6-B. Nature of Action | | | | | | | | | | | | | | | |
| 5-C. Code | | 5-D. Legal Authority | | | | 6-C. Code | | 6-D. Legal Authority | | | | | | | | | | | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | | | 6-E. Code | | 6-F. Legal Authority | | | | | | | | | | | | | | | |
| 7. FROM: Position Title and Number General Attorney 001961 00030959 | | | | | | 15. TO: Position Title and Number General Attorney 001961 00030959 | | | | | | | | | | | | | | | | | |
| 8. Pay Plan GS | | 9. Occ. Code 0905 | | 10. Grade/Level 13 | | 11. Step/Rate 01 | | 12. Total Salary 86,489.00 | | 13. Pay Basis PA | | 16. Pay Plan GS | | 17. Occ. Code 0905 | | 18. Grade/Level 13 | | 19. Step/Rate 01 | | 20. Total Salary/Award 223.00 | | 21. Pay Basis | |
| 12A. Basic Pay 71,674.00 | | 12B. Locality Adj. 14,815.00 | | 12C. Adj. Basic Pay 86,489.00 | | 12D. Other Pay 0 | | 20A. Basic Pay 71,674.00 | | 20B. Locality Adj. 14,815.00 | | 20C. Adj. Basic Pay 86,489.00 | | 20D. Other Pay \$0 | | | | | | | | | |
| 14. Name and Location of Position's Organization DeptID: 0000003556 Org Cd: 90696200 Environmental Protection Agency Region 6 Dallas, Office Of Regional Counsel, Deputy Regl Counsel For Enforcement, Water Enforcement Branch Dallas TX USA | | | | | | | | | | | | 22. Name and Location of Position's Organization DeptID: 0000003556 Org Cd: 90696200 Environmental Protection Agency Region 6 Dallas, Office Of Regional Counsel, Deputy Regl Counsel For Enforcement, Water Enforcement Branch Dallas TX USA | | | | | | | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | | 24. Tenure | | | | 25. Agency Use | | 26. Veterans Preference for RIF | | | | | |
| 23. Veterans Preference 1 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30% | | | | | | | | | | | | 2 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite | | | | 8 | | YES X NO | | | | | |
| [REDACTED] | | | | | | | | | | | | 28. Annuitant Indicator 9 Not Applicable | | | | 29. Pay Rate Determinant 0 0 Regular Rate | | | | | | | |
| 30. Retirement Plan K FERS and FICA | | | | | | 31. Service Comp. Date (Leave) 04/25/2010 | | | | 32. Work Schedule F Full Time | | | | 33. Part-Time Hours Per 00 Biweekly Pay Period | | | | | | | | | |
| POSITION DATA | | | | | | 35. FLSA Category | | | | 36. Appropriation Code | | | | 37. Bargaining Unit Status | | | | | | | | | |
| 34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved | | | | | | E E - Exempt N - Nonexempt | | | | | | | | 0012 | | | | | | | | | |
| 38. Duty Station Code 48-1730-113 | | | | | | 39. Duty Station (City - County - State or Overseas Location) Dallas Dallas TX USA | | | | | | | | | | | | | | | | | |
| 40. Agency Data C60 | | 41. 04/24/2011 | | 42. | | 43. WDM | | 44. PAR Number: | | | | | | | | | | | | | | | |
| 45. Remarks | | | | | | | | | | | | | | | | | | | | | | | |
| 46. Employing Department or Agency Environmental Protection Agency | | | | | | | | | | | | 50. Signature/Authentication and Title of Approving Official Patricia L. Watson Human Resources Officer | | | | | | | | | | | |
| 47. Agency Code EP00 | | 48. Personnel Office ID 3248 | | 49. Approval Date 08/30/2011 | | | | | | | | | | | | | | | | | | | |



NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|--|---|--|---|--|---------------------------------------|--|---|--|---|--|--|--|------------------------------|--|------------------------------|--|----------------------------|--|---|--|--|--|-----------------------------------|--|--|--|
| 1. Name (Last, First, Middle) Henson II, Tommy Tucker | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 06/28/2011 | | | | | | | | | | | | | | | | | | | |
| FIRST ACTION | | | | | | | | | | SECOND ACTION | | | | | | | | | | | | | | | | | |
| 5-A. Code 849 | | 5-B. Nature of Action Individual Cash Award NRB | | | | | | | | 6-A. Code | | 6-B. Nature of Action | | | | | | | | | | | | | | | |
| 5-C. Code | | 5-D. Legal Authority | | | | | | | | 6-C. Code | | 6-D. Legal Authority | | | | | | | | | | | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | | | | | | | 6-E. Code | | 6-F. Legal Authority | | | | | | | | | | | | | | | |
| 7. FROM: Position Title and Number General Attorney 001961 00030959 | | | | | | | | | | 15. TO: Position Title and Number General Attorney 001961 00030959 | | | | | | | | | | | | | | | | | |
| 8. Pay Plan GS | | 9. Occ. Code 0905 | | 10. Grade/Level 13 | | 11. Step/Rate 01 | | 12. Total Salary 86,489.00 | | 13. Pay Basis PA | | 16. Pay Plan GS | | 17. Occ. Code 0905 | | 18. Grade/Level 13 | | 19. Step/Rate 01 | | 20. Total Salary/Award 1,200.00 | | 21. Pay Basis | | | | | |
| 12A. Basic Pay 71,674.00 | | 12B. Locality Adj. 14,815.00 | | 12C. Adj. Basic Pay 86,489.00 | | 12D. Other Pay 0 | | 20A. Basic Pay 71,674.00 | | 20B. Locality Adj. 14,815.00 | | 20C. Adj. Basic Pay 86,489.00 | | 20D. Other Pay \$0 | | | | | | | | | | | | | |
| 14. Name and Location of Position's Organization DeptID: 0000003556 Org Cd: 90696200 Environmental Protection Agency Region 6 Dallas, Office Of Regional Counsel, Deputy Regl Counsel For Enforcement, Water Enforcement Branch Dallas TX USA | | | | | | | | | | 22. Name and Location of Position's Organization DeptID: 0000003556 Org Cd: 90696200 Environmental Protection Agency Region 6 Dallas, Office Of Regional Counsel, Deputy Regl Counsel For Enforcement, Water Enforcement Branch Dallas TX USA | | | | | | | | | | | | | | | | | |
| EMPLOYEE DATA | | | | | | | | | | 24. Tenure | | | | | | | | | | 25. Agency Use | | 26. Veterans Preference for RIF | | | | | |
| 23. Veterans Preference 1 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30% | | | | | | | | | | 2 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite | | | | | | | | | | 8 | | YES X NO | | | | | |
| 28. Annuitant Indicator 9 Not Applicable | | | | | | | | | | 29. Pay Rate Determinant 0 0 Regular Rate | | | | | | | | | | | | | | | | | |
| 30. Retirement Plan K FERS and FICA | | | | 31. Service Comp. Date (Leave) 04/25/2010 | | | | 32. Work Schedule F Full Time | | | | 33. Part-Time Hours Per 00 Biweekly Pay Period | | | | | | | | | | | | | | | |
| POSITION DATA | | | | | | | | | | 35. FLSA Category | | | | | | | | | | 36. Appropriation Code | | | | 37. Bargaining Unit Status | | | |
| 34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved | | | | | | | | | | E E - Exempt N - Nonexempt | | | | | | | | | | 0012 | | | | | | | |
| 38. Duty Station Code 48-1730-113 | | | | | | | | | | 39. Duty Station (City - County - State or Overseas Location) Dallas Dallas TX USA | | | | | | | | | | | | | | | | | |
| 40. Agency Data C60 | | 41. 04/24/2011 | | 42. | | 43. WDM | | 44. PAR Number: | | | | | | | | | | | | | | | | | | | |
| 45. Remarks | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 46. Employing Department or Agency Environmental Protection Agency | | | | | | | | | | 50. Signature/Authentication and Title of Approving Official Patricia L. Watson Human Resources Officer | | | | | | | | | | | | | | | | | |
| 47. Agency Code EP00 | | 48. Personnel Office ID 3248 | | 49. Approval Date 06/23/2011 | | | | | | | | | | | | | | | | | | | | | | | |



Folder Side: Permanent
Name: TOMMY HENSON
Account Number: 42278



NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | |
|---|--|---|--|--|--|---|--|--|--|---|--|
| 1. Name (Last, First, Middle) HENSON II, TOMMY TUCKER | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 04/17/2016 | | | |
| FIRST ACTION | | | | SECOND ACTION | | | | | | | |
| 5-A. Code 892 | | 5-B. Nature of Action IRREG PERF PAY | | 6-A. Code | | 6-B. Nature of Action | | | | | |
| 5-C. Code RBM | | 5-D. Legal Authority REG 531.501 | | 6-C. Code | | 6-D. Legal Authority | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | 6-E. Code | | 6-F. Legal Authority | | | | | |
| 7. FROM: Position Title and Number GENERAL ATTORNEY VFDA0000 0030959 | | | | 15. TO: Position Title and Number GENERAL ATTORNEY VFDA0000 0030959 | | | | | | | |
| 8. Pay Plan GS | | 9. Occ. Code 0905 | | 10. Grade or Level 14 | | 11. Step or Rate 04 | | 12. Total Salary 116186 | | 13. Pay Basis PA | |
| 16. Pay Plan GS | | 17. Occ. Code 0905 | | 18. Grade or Level 14 | | 19. Step or Rate 05 | | 20. Total Salary/Award 119707 | | 21. Pay Basis PA | |
| 12A. Basic Pay 95990 | | 12B. Locality Adj. 20196 | | 12C. Adj. Basic Pay 116186 | | 12D. Other Pay 0 | | 20A. Basic Pay 98899 | | 20B. Locality Adj. 20808 | |
| 20C. Adj. Basic Pay 119707 | | 20D. Other Pay 0 | | 14. Name and Location of Position's Organization REGION 6 OFFICE OF REGIONAL COUNSEL DEPUTY REGIONAL COUNSEL FOR ENF WATER ENFORCEMENT BRANCH DALLAS, TEXAS | | | | 22. Name and Location of Position's Organization REGION 6 OFFICE OF REGIONAL COUNSEL DEPUTY REGIONAL COUNSEL FOR ENF WATER ENFORCEMENT BRANCH DALLAS, TEXAS | | | |
| EMPLOYEE DATA | | | | | | | | | | | |
| 23. Veterans Preference 1 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30% | | | | | | 24. Tenure 1 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite | | 25. Agency Use | | 26. Veterans Preference for RIF YES X NO | |
| 27. EEO-1 [REDACTED] | | | | | | 28. Annuitant Indicator 9 NOT APPLICABLE | | 29. Pay Rate Determinant 0 | | | |
| 30. Retirement Plan K FERS & FICA | | | | 31. Service Comp. Date (Leave) 04/25/2010 | | 32. Work Schedule F FULL-TIME | | 33. Part-Time Hours Per Biweekly Pay Period | | | |
| POSITION DATA | | | | | | | | | | | |
| 34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved | | | | 35. FLSA Category E E - Exempt N - Nonexempt | | 36. Appropriation Code | | 37. Bargaining Unit Status 1050 | | | |
| 38. Duty Station Code 48-1730-113 | | | | 39. Duty Station (City - County - State or Overseas Location) DALLAS, DALLAS, TEXAS | | | | | | | |
| 40. Agency Data FUNC CLS 00 | | 41. VET STAT X | | 42. EDUC LVL 15 | | 43. SUPV STAT 8 | | 44. POSITION SENSITIVITY MODERATE RISK | | | |
| 45. Remarks | | | | | | | | | | | |
| 46. Employing Department or Agency EP - ENVIRONMENTAL PROTECTIO | | | | | | 50. Signature/Authentication and Title of Approving Official 160734440 / ELECTRONICALLY SIGNED BY: | | | | | |
| 47. Agency Code EP00 | | 48. Personnel Office ID 3248 | | 49. Approval Date 04/14/2016 | | JEROME W. BONNER HUMAN RESOURCES OFFICER | | | | | |



NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | | | |
|--|--|---|--------------------------|--|----------------------------|----------------------------------|--|--|---|-------------------------------|------------------------|---|---------------------|---------------------|--|
| 1. Name (Last, First, Middle) HENSON II, TOMMY TUCKER | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 01/10/2016 | | | | | | | |
| FIRST ACTION | | | | SECOND ACTION | | | | | | | | | | | |
| 5-A. Code 894 | | 5-B. Nature of Action GEN ADJ | | 6-A. Code | | 6-B. Nature of Action | | | | | | | | | |
| 5-C. Code QWM | | 5-D. Legal Authority REG 531.207 | | 6-C. Code | | 6-D. Legal Authority | | | | | | | | | |
| 5-E. Code ZLM | | 5-F. Legal Authority E.O. 13715 DATED 12/18/15 | | 6-E. Code | | 6-F. Legal Authority | | | | | | | | | |
| 7. FROM: Position Title and Number GENERAL ATTORNEY VFDA0000 0030959 | | | | 15. TO: Position Title and Number GENERAL ATTORNEY VFDA0000 0030959 | | | | | | | | | | | |
| 8. Pay Plan GS | | 9. Occ. Code 0905 | 10. Grade or Level 14 | 11. Step or Rate 04 | 12. Total Salary 114684 | 13. Pay Basis PA | 16. Pay Plan GS | | 17. Occ. Code 0905 | 18. Grade or Level 14 | 19. Step or Rate 04 | 20. Total Salary/Award 116186 | 21. Pay Basis PA | | |
| 12A. Basic Pay 95039 | | 12B. Locality Adj. 19645 | | 12C. Adj. Basic Pay 114684 | | 12D. Other Pay 0 | | 20A. Basic Pay 95990 | | 20B. Locality Adj. 20196 | | 20C. Adj. Basic Pay 116186 | | 20D. Other Pay 0 | |
| 14. Name and Location of Position's Organization REGION 6 OFFICE OF REGIONAL COUNSEL DEPUTY REGIONAL COUNSEL FOR ENF WATER ENFORCEMENT BRANCH DALLAS, TEXAS | | | | | | | 22. Name and Location of Position's Organization REGION 6 OFFICE OF REGIONAL COUNSEL DEPUTY REGIONAL COUNSEL FOR ENF WATER ENFORCEMENT BRANCH DALLAS, TEXAS | | | | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | | | | | |
| 23. Veterans Preference 1 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30% | | | | | | | 24. Tenure 1 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite | | | 25. Agency Use | | 26. Veterans Preference for RIF YES X NO | | | |
| 27. EEO-1 [REDACTED] | | | | | | | 28. Annuitant Indicator 9 NOT APPLICABLE | | | 29. Pay Rate Determinant 0 | | | | | |
| 30. Retirement Plan K FERS & FICA | | | | 31. Service Comp. Date (Leave) 04/25/2010 | | 32. Work Schedule F FULL-TIME | | | 33. Part-Time Hours Per Biweekly Pay Period | | | | | | |
| POSITION DATA | | | | | | | | | | | | | | | |
| 34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved | | | | 35. FLSA Category E E - Exempt N - Nonexempt | | 36. Appropriation Code | | | 37. Bargaining Unit Status 1050 | | | | | | |
| 38. Duty Station Code 48-1730-113 | | | | 39. Duty Station (City - County - State or Overseas Location) DALLAS, DALLAS, TEXAS | | | | | | | | | | | |
| 40. Agency Data FUNC CLS 00 | | 41. VET STAT X | | 42. EDUC LVL 15 | | 43. SUPV STAT 8 | | 44. POSITION SENSITIVITY MODERATE RISK | | | | | | | |
| 45. Remarks SALARY INCLUDES A GENERAL INCREASE OF 1 PERCENT AND, IF APPLICABLE, A LOCALITY PAYMENT/SUPPLEMENTAL RATE (OR OTHER GEOGRAPHIC ADJUSTMENT) FOR THIS AREA. | | | | | | | | | | | | | | | |
| 46. Employing Department or Agency EP - ENVIRONMENTAL PROTECTIO | | | | | | | 50. Signature/Authentication and Title of Approving Official 160124197 / ELECTRONICALLY SIGNED BY: AUTHORIZING OFFICIAL | | | | | | | | |
| 47. Agency Code EP00 | | 48. Personnel Office ID 3248 | | 49. Approval Date 01/10/2016 | | | | | | | | | | | |



NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | |
|--|--|---|--|--|--|--|--|--|--|---|--|
| 1. Name (Last, First, Middle) HENSON II, TOMMY TUCKER | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 11/08/2015 | | | |
| FIRST ACTION | | | | SECOND ACTION | | | | | | | |
| 5-A. Code 713 | | 5-B. Nature of Action CHG TO LOWER GRADE, LEVEL OR BAN | | 6-A. Code | | 6-B. Nature of Action | | | | | |
| 5-C. Code WDM | | 5-D. Legal Authority SCH A, 213.3102(D) | | 6-C. Code | | 6-D. Legal Authority | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | 6-E. Code | | 6-F. Legal Authority | | | | | |
| 7. FROM: Position Title and Number SUPERVISORY GENERAL ATTORNEY VFDA0000 0050331 | | | | 15. TO: Position Title and Number GENERAL ATTORNEY VFDA0000 0030959 | | | | | | | |
| 8. Pay Plan GS | | 9. Occ. Code 0905 | | 10. Grade or Level 15 | | 11. Step or Rate 01 | | 12. Total Salary 122637 | | 13. Pay Basis PA | |
| 16. Pay Plan GS | | 17. Occ. Code 0905 | | 18. Grade or Level 14 | | 19. Step or Rate 04 | | 20. Total Salary/Award 114684 | | 21. Pay Basis PA | |
| 12A. Basic Pay 101630 | | 12B. Locality Adj. 21007 | | 12C. Adj. Basic Pay 122637 | | 12D. Other Pay 0 | | 20A. Basic Pay 95039 | | 20B. Locality Adj. 19645 | |
| 20C. Adj. Basic Pay 114684 | | 20D. Other Pay 0 | | | | | | | | | |
| 14. Name and Location of Position's Organization REGION 6 OFFICE OF REGIONAL COUNSEL DEPUTY REGIONAL COUNSEL FOR ENF WATER ENFORCEMENT BRANCH DALLAS, TEXAS | | | | 22. Name and Location of Position's Organization REGION 6 OFFICE OF REGIONAL COUNSEL DEPUTY REGIONAL COUNSEL FOR ENF WATER ENFORCEMENT BRANCH DALLAS, TEXAS | | | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | |
| 23. Veterans Preference 1 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30% | | | | 24. Tenure 1 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite | | | | 25. Agency Use | | 26. Veterans Preference for RIF YES X NO | |
| 27. EEO-1 [REDACTED] | | | | 28. Annuitant Indicator 9 NOT APPLICABLE | | | | 29. Pay Rate Determinant 0 | | | |
| 30. Retirement Plan K FERS & FICA | | | | 31. Service Comp. Date (Leave) 04/25/2010 | | 32. Work Schedule F FULL-TIME | | | | 33. Part-Time Hours Per Biweekly Pay Period | |
| POSITION DATA | | | | | | | | | | | |
| 34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved | | | | 35. FLSA Category E E - Exempt N - Nonexempt | | 36. Appropriation Code | | | | 37. Bargaining Unit Status 1050 | |
| 38. Duty Station Code 48-1730-113 | | | | 39. Duty Station (City - County - State or Overseas Location) DALLAS, DALLAS, TEXAS | | | | | | | |
| 40. Agency Data FUNC CLS 00 | | 41. VET STAT X | | 42. EDUC LVL 15 | | 43. SUPV STAT 8 | | 44. POSITION SENSITIVITY MODERATE RISK | | | |
| 45. Remarks FROM PROMOTION NTE 11-07-15. | | | | | | | | | | | |
| 46. Employing Department or Agency EP - ENVIRONMENTAL PROTECTIO | | | | | | 50. Signature/Authentication and Title of Approving Official 151852807 / ELECTRONICALLY SIGNED BY: JEROME W. BONNER HUMAN RESOURCES OFFICER | | | | | |
| 47. Agency Code EP00 | | 48. Personnel Office ID 3248 | | 49. Approval Date 11/06/2015 | | | | | | | |



NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | | | |
|---|----------------------|---|------------------------|---|---------------------|--|-----------------------|--|------------------------|---|---------------------|-------------------------------|--|---------------------|--|
| 1. Name (Last, First, Middle) HENSON II, TOMMY TUCKER | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 09/06/2015 | | | | | | | |
| FIRST ACTION | | | | SECOND ACTION | | | | | | | | | | | |
| 5-A. Code 703 | | 5-B. Nature of Action PROMOTION NTE 11-07-15 | | 6-A. Code | | 6-B. Nature of Action | | | | | | | | | |
| 5-C. Code WDM | | 5-D. Legal Authority SCH A, 213.3102(D) | | 6-C. Code | | 6-D. Legal Authority | | | | | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | 6-E. Code | | 6-F. Legal Authority | | | | | | | | | |
| 7. FROM: Position Title and Number GENERAL ATTORNEY VFDA0000 0030959 | | | | 15. TO: Position Title and Number SUPERVISORY GENERAL ATTORNEY VFDA0000 0050331 | | | | | | | | | | | |
| 8. Pay Plan GS | 9. Occ. Code 0905 | 10. Grade or Level 14 | 11. Step or Rate 04 | 12. Total Salary 114684 | 13. Pay Basis PA | 16. Pay Plan GS | 17. Occ. Code 0905 | 18. Grade or Level 15 | 19. Step or Rate 01 | 20. Total Salary/Award 122637 | 21. Pay Basis PA | | | | |
| 12A. Basic Pay 95039 | | 12B. Locality Adj. 19645 | | 12C. Adj. Basic Pay 114684 | | 12D. Other Pay 0 | | 20A. Basic Pay 101630 | | 20B. Locality Adj. 21007 | | 20C. Adj. Basic Pay 122637 | | 20D. Other Pay 0 | |
| 14. Name and Location of Position's Organization REGION 6 OFFICE OF REGIONAL COUNSEL DEPUTY REGIONAL COUNSEL FOR ENF WATER ENFORCEMENT BRANCH DALLAS, TEXAS | | | | | | 22. Name and Location of Position's Organization REGION 6 OFFICE OF REGIONAL COUNSEL DEPUTY REGIONAL COUNSEL FOR ENF WATER ENFORCEMENT BRANCH DALLAS, TEXAS | | | | | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | | | | | |
| 23. Veterans Preference 1 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30% | | | | | | 24. Tenure 1 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite | | 25. Agency Use | | 26. Veterans Preference for RIF YES X NO | | | | | |
| 27. EEO-1 [REDACTED] | | | | | | 28. Annuitant Indicator 9 NOT APPLICABLE | | | | 29. Pay Rate Determinant 0 | | | | | |
| 30. Retirement Plan K FERS & FICA | | | | 31. Service Comp. Date (Leave) 04/25/2010 | | 32. Work Schedule F FULL-TIME | | | | 33. Part-Time Hours Per Biweekly Pay Period | | | | | |
| POSITION DATA | | | | | | | | | | | | | | | |
| 34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved | | | | 35. FLSA Category E E - Exempt N - Nonexempt | | 36. Appropriation Code | | | | 37. Bargaining Unit Status 8888 | | | | | |
| 38. Duty Station Code 48-1730-113 | | | | 39. Duty Station (City - County - State or Overseas Location) DALLAS, DALLAS, TEXAS | | | | | | | | | | | |
| 40. Agency Data FUNC CLS 00 | | 41. VET STAT X | | 42. EDUC LVL 15 | | 43. SUPV STAT 2 | | 44. POSITION SENSITIVITY MODERATE RISK | | | | | | | |
| 45. Remarks POSITION IS AT THE FULL PERFORMANCE LEVEL OR BAND. UPON COMPLETION OF THIS TEMPORARY ASSIGNMENT, YOU WILL BE RETURNED TO YOUR REGULAR POSITION AND GIVEN CREDIT FOR WHATEVER WITHIN-GRADE INCREASES YOU WOULD HAVE EARNED. YOUR TEMPORARY PROMOTION MAY BE TERMINATED AT ANY TIME PRIOR TO THE NOT-TO-EXCEED DATE IF THERE IS NO LONGER A NEED FOR YOUR SERVICES IN THIS POSITION. PROMOTION NOT TO EXCEED 11-07-2015. EMPLOYEE INFORMED IN ADVANCE OF THE REASONS FOR AND THE CONDITIONS OF THE PROMOTION. | | | | | | | | | | | | | | | |
| 46. Employing Department or Agency EP - ENVIRONMENTAL PROTECTIO | | | | | | 50. Signature/Authentication and Title of Approving Official 151522898 / ELECTRONICALLY SIGNED BY: PATRICIA L. WATSON HUMAN RESOURCES OFFICER | | | | | | | | | |
| 47. Agency Code EP00 | | 48. Personnel Office ID 3248 | | 49. Approval Date 08/28/2015 | | | | | | | | | | | |



NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | |
|---|--|-------------------------------------|--|--|--|--|--|--|--|---|--|
| 1. Name (Last, First, Middle) HENSON II, TOMMY TUCKER | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 04/19/2015 | | | |
| FIRST ACTION | | | | SECOND ACTION | | | | | | | |
| 5-A. Code 893 | | 5-B. Nature of Action REG WRI | | 6-A. Code | | 6-B. Nature of Action | | | | | |
| 5-C. Code Q7M | | 5-D. Legal Authority REG 531.404 | | 6-C. Code | | 6-D. Legal Authority | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | 6-E. Code | | 6-F. Legal Authority | | | | | |
| 7. FROM: Position Title and Number GENERAL ATTORNEY VFDA0000 0030959 | | | | 15. TO: Position Title and Number GENERAL ATTORNEY VFDA0000 0030959 | | | | | | | |
| 8. Pay Plan GS | | 9. Occ. Code 0905 | | 10. Grade or Level 14 | | 11. Step or Rate 03 | | 12. Total Salary 111208 | | 13. Pay Basis PA | |
| 16. Pay Plan GS | | 17. Occ. Code 0905 | | 18. Grade or Level 14 | | 19. Step or Rate 04 | | 20. Total Salary/Award 114684 | | 21. Pay Basis PA | |
| 12A. Basic Pay 92159 | | 12B. Locality Adj. 19049 | | 12C. Adj. Basic Pay 111208 | | 12D. Other Pay 0 | | 20A. Basic Pay 95039 | | 20B. Locality Adj. 19645 | |
| 20C. Adj. Basic Pay 114684 | | 20D. Other Pay 0 | | 22. Name and Location of Position's Organization REGION 6 OFFICE OF REGIONAL COUNSEL DEPUTY REGIONAL COUNSEL FOR ENF WATER ENFORCEMENT BRANCH DALLAS, TEXAS | | | | 22. Name and Location of Position's Organization REGION 6 OFFICE OF REGIONAL COUNSEL DEPUTY REGIONAL COUNSEL FOR ENF WATER ENFORCEMENT BRANCH DALLAS, TEXAS | | | |
| EMPLOYEE DATA | | | | | | | | | | | |
| 23. Veterans Preference 1 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30% | | | | 24. Tenure 1 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite | | | | 25. Agency Use | | 26. Veterans Preference for RIF YES X NO | |
| 27. EEO-1 [REDACTED] | | | | 28. Annuitant Indicator 9 NOT APPLICABLE | | | | 29. Pay Rate Determinant 0 | | | |
| 30. Retirement Plan K FERS & FICA | | | | 31. Service Comp. Date (Leave) 04/25/2010 | | 32. Work Schedule F FULL-TIME | | | | 33. Part-Time Hours Per Biweekly Pay Period | |
| POSITION DATA | | | | | | | | | | | |
| 34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved | | | | 35. FLSA Category E E - Exempt N - Nonexempt | | 36. Appropriation Code | | | | 37. Bargaining Unit Status 1050 | |
| 38. Duty Station Code 48-1730-113 | | | | 39. Duty Station (City - County - State or Overseas Location) DALLAS, DALLAS, TEXAS | | | | | | | |
| 40. Agency Data FUNC CLS 00 | | 41. VET STAT X | | 42. EDUC LVL 15 | | 43. SUPV STAT 8 | | 44. POSITION SENSITIVITY NONSENSITIVE/LOW RI | | | |
| 45. Remarks DATE OF LAST EQUIVALENT INCREASE 04/20/14. WORK PERFORMANCE IS AT AN ACCEPTABLE LEVEL OF COMPETENCE. THE WAITING PERIOD FOR YOUR NEXT STEP INCREASE IS 104 WEEKS FROM THE ABOVE EFFECTIVE DATE. THIS PERIOD CAN BE CHANGED BY AN EQUIVALENT INCREASE ACTION, EXTENDED LEAVE WITHOUT PAY, OR NON-WORK DAYS IF INTERMITTENT. | | | | | | | | | | | |
| 46. Employing Department or Agency EP - ENVIRONMENTAL PROTECTIO | | | | | | 50. Signature/Authentication and Title of Approving Official 150800318 / ELECTRONICALLY SIGNED BY: PATRICIA L. WATSON HUMAN RESOURCES OFFICER | | | | | |
| 47. Agency Code EP00 | | 48. Personnel Office ID 3248 | | 49. Approval Date 04/22/2015 | | | | | | | |



NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | | | |
|--|----------------------|---|------------------------|--|---------------------|--|-----------------------|--|------------------------|---|---------------------|-------------------------------|--|---------------------|--|
| 1. Name (Last, First, Middle) HENSON II, TOMMY TUCKER | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 01/11/2015 | | | | | | | |
| FIRST ACTION | | | | SECOND ACTION | | | | | | | | | | | |
| 5-A. Code 894 | | 5-B. Nature of Action GEN ADJ | | 6-A. Code | | 6-B. Nature of Action | | | | | | | | | |
| 5-C. Code QWM | | 5-D. Legal Authority REG 531.207 | | 6-C. Code | | 6-D. Legal Authority | | | | | | | | | |
| 5-E. Code ZLM | | 5-F. Legal Authority E.O. 13686 DATED 12/19/14 | | 6-E. Code | | 6-F. Legal Authority | | | | | | | | | |
| 7. FROM: Position Title and Number GENERAL ATTORNEY VFDA0000 0030959 | | | | 15. TO: Position Title and Number GENERAL ATTORNEY VFDA0000 0030959 | | | | | | | | | | | |
| 8. Pay Plan GS | 9. Occ. Code 0905 | 10. Grade or Level 14 | 11. Step or Rate 03 | 12. Total Salary 110107 | 13. Pay Basis PA | 16. Pay Plan GS | 17. Occ. Code 0905 | 18. Grade or Level 14 | 19. Step or Rate 03 | 20. Total Salary/Award 111208 | 21. Pay Basis PA | | | | |
| 12A. Basic Pay 91246 | | 12B. Locality Adj. 18861 | | 12C. Adj. Basic Pay 110107 | | 12D. Other Pay 0 | | 20A. Basic Pay 92159 | | 20B. Locality Adj. 19049 | | 20C. Adj. Basic Pay 111208 | | 20D. Other Pay 0 | |
| 14. Name and Location of Position's Organization REGION 6 OFFICE OF REGIONAL COUNSEL DEPUTY REGIONAL COUNSEL FOR ENF WATER ENFORCEMENT BRANCH DALLAS, TEXAS | | | | | | 22. Name and Location of Position's Organization REGION 6 OFFICE OF REGIONAL COUNSEL DEPUTY REGIONAL COUNSEL FOR ENF WATER ENFORCEMENT BRANCH DALLAS, TEXAS | | | | | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | | | | | |
| 23. Veterans Preference 1 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30% | | | | | | 24. Tenure 1 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite | | 25. Agency Use | | 26. Veterans Preference for RIF YES X NO | | | | | |
| 27. EEO-1 [REDACTED] | | | | | | 28. Annuitant Indicator 9 NOT APPLICABLE | | | | 29. Pay Rate Determinant 0 | | | | | |
| 30. Retirement Plan K FERS & FICA | | | | 31. Service Comp. Date (Leave) 04/25/2010 | | 32. Work Schedule F FULL-TIME | | | | 33. Part-Time Hours Per Biweekly Pay Period | | | | | |
| POSITION DATA | | | | | | | | | | | | | | | |
| 34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved | | | | 35. FLSA Category E E - Exempt N - Nonexempt | | 36. Appropriation Code | | | | 37. Bargaining Unit Status 1050 | | | | | |
| 38. Duty Station Code 48-1730-113 | | | | 39. Duty Station (City - County - State or Overseas Location) DALLAS, DALLAS, TEXAS | | | | | | | | | | | |
| 40. Agency Data FUNC CLS 00 | | 41. VET STAT X | | 42. EDUC LVL 15 | | 43. SUPV STAT 8 | | 44. POSITION SENSITIVITY NONSENSITIVE/LOW RI | | | | | | | |
| 45. Remarks SALARY INCLUDES A GENERAL INCREASE OF 1 PERCENT AND, IF APPLICABLE, A LOCALITY PAYMENT/SUPPLEMENTAL RATE (OR OTHER GEOGRAPHIC ADJUSTMENT) FOR THIS AREA. | | | | | | | | | | | | | | | |
| 46. Employing Department or Agency EP - ENVIRONMENTAL PROTECTIO | | | | | | 50. Signature/Authentication and Title of Approving Official 150114775 / ELECTRONICALLY SIGNED BY: AUTHORIZING OFFICIAL | | | | | | | | | |
| 47. Agency Code EP00 | | 48. Personnel Office ID 3248 | | 49. Approval Date 01/11/2015 | | | | | | | | | | | |



NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | |
|--|----------------------|--|------------------------|---|---------------------|---|-----------------------|--|------------------------|---|---------------------|
| 1. Name (Last, First, Middle) Henson II, Tommy Tucker | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 04/20/2014 | | | |
| FIRST ACTION | | | | SECOND ACTION | | | | | | | |
| 5-A. Code 893 | | 5-B. Nature of Action Reg WRI | | 6-A. Code | | 6-B. Nature of Action | | | | | |
| 5-C. Code Q7M | | 5-D. Legal Authority Reg 531.404. Withingrade increase. | | 6-C. Code | | 6-D. Legal Authority | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | 6-E. Code | | 6-F. Legal Authority | | | | | |
| 7. FROM: Position Title and Number General Attorney 001440 00030959 | | | | 15. TO: Position Title and Number General Attorney 001440 00030959 | | | | | | | |
| 8. Pay Plan GS | 9. Occ. Code 0905 | 10. Grade or Level 14 | 11. Step or Rate 02 | 12. Total Salary 106,666.00 | 13. Pay Basis PA | 16. Pay Plan GS | 17. Occ. Code 0905 | 18. Grade or Level 14 | 19. Step or Rate 03 | 20. Total Salary/Award 110,107.00 | 21. Pay Basis PA |
| 12A. Basic Pay 88,395.00 | | 12B. Locality Adj. 18,271.00 | | 12C. Adj. Basic Pay 106,666.00 | | 12D. Other Pay 0 | | 20A. Basic Pay 91,246.00 | | 20B. Locality Adj. 18,861.00 | |
| | | | | | | | | 20C. Adj. Basic Pay 110,107.00 | | 20D. Other Pay \$0 | |
| 14. Name and Location of Position's Organization DeptID: 0000003556 Org Cd: 90696200 Environmental Protection Agency Region 6 Dallas, Office Of Regional Counsel, Deputy Regnl Counsel For Enforcement, Water Enforcement Branch Dallas TX USA | | | | | | 22. Name and Location of Position's Organization DeptID: 0000003556 Org Cd: 90696200 Environmental Protection Agency Region 6 Dallas, Office Of Regional Counsel, Deputy Regnl Counsel For Enforcement, Water Enforcement Branch Dallas TX USA | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | |
| 23. Veterans Preference 1 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30% | | | | | | 24. Tenure 1 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite | | 25. Agency Use 8 | | 26. Veterans Preference for RIF YES X NO | |
| 27. FEGLI [REDACTED] | | | | | | 28. Annuitant Indicator 9 Not Applicable | | 29. Pay Rate Determinant 0 0 Regular Rate | | | |
| 30. Retirement Plan K FERS and FICA | | | | 31. Service Comp. Date (Leave) 04/25/2010 | | 32. Work Schedule F Full Time | | 33. Part-Time Hours Per 00 Biweekly Pay Period | | | |
| POSITION DATA | | | | | | | | | | | |
| 34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved | | | | 35. FLSA Category E E - Exempt N - Nonexempt | | 36. Appropriation Code | | 37. Bargaining Unit Status 1050 | | | |
| 38. Duty Station Code 48-1730-113 | | | | 39. Duty Station (City - County - State or Overseas Location) Dallas Dallas TX USA | | | | | | | |
| 40. Agency Data C60 | | 41. 04/20/2014 | | 42. | | 43. WDM | | 44. PAR Number: | | | |
| 45. Remarks Work performance is at an acceptable level of competence. The waiting period for your next within-grade increase is 52 weeks from the above effective date. This period can be changed by an equivalent increase action, extended leave without pay, or non-work days if intermittent. | | | | | | | | | | | |
| 46. Employing Department or Agency Environmental Protection Agency | | | | | | 50. Signature/Authentication and Title of Approving Official Nancy C. Ciccarello Acting HR Officer | | | | | |
| 47. Agency Code EP00 | | 48. Personnel Office ID 3248 | | 49. Approval Date 04/20/2014 | | | | | | | |



NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | | | |
|---|----------------------|--|------------------------|---|---------------------|---|-----------------------|---------------------------------|------------------------|--|---------------------|-----------------------------------|--|-----------------------|--|
| 1. Name (Last, First, Middle) Henson II, Tommy Tucker | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 01/12/2014 | | | | | | | |
| FIRST ACTION | | | | SECOND ACTION | | | | | | | | | | | |
| 5-A. Code 894 | | 5-B. Nature of Action Gen Adj | | 6-A. Code | | 6-B. Nature of Action | | | | | | | | | |
| 5-C. Code QWM | | 5-D. Legal Authority Reg 531.207. Pay convat time of annual pay adj | | 6-C. Code | | 6-D. Legal Authority | | | | | | | | | |
| 5-E. Code ZLM | | 5-F. Legal Authority EO 13655 | | 6-E. Code | | 6-F. Legal Authority | | | | | | | | | |
| 7. FROM: Position Title and Number General Attorney 001440 00030959 | | | | 15. TO: Position Title and Number General Attorney 001440 00030959 | | | | | | | | | | | |
| 8. Pay Plan GS | 9. Occ. Code 0905 | 10. Grade or Level 14 | 11. Step or Rate 02 | 12. Total Salary 105,610.00 | 13. Pay Basis PA | 16. Pay Plan GS | 17. Occ. Code 0905 | 18. Grade or Level 14 | 19. Step or Rate 02 | 20. Total Salary/Award 106,666.00 | 21. Pay Basis PA | | | | |
| 12A. Basic Pay 87,520.00 | | 12B. Locality Adj. 18,090.00 | | 12C. Adj. Basic Pay 105,610.00 | | 12D. Other Pay 0 | | 20A. Basic Pay 88,395.00 | | 20B. Locality Adj. 18,271.00 | | 20C. Adj. Basic Pay 106,666.00 | | 20D. Other Pay \$0 | |
| 14. Name and Location of Position's Organization DeptID: 0000003556 Org Cd: 90696200 Environmental Protection Agency Region 6 Dallas, Office Of Regional Counsel, Deputy Regnl Counsel For Enforcement, Water Enforcement Branch Dallas TX USA | | | | | | 22. Name and Location of Position's Organization DeptID: 0000003556 Org Cd: 90696200 Environmental Protection Agency Region 6 Dallas, Office Of Regional Counsel, Deputy Regnl Counsel For Enforcement, Water Enforcement Branch Dallas TX USA | | | | | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | | | | | |
| 23. Veterans Preference 1 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30% | | | | | | 24. Tenure 1 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite | | 25. Agency Use 8 | | 26. Veterans Preference for RIF YES X NO | | | | | |
| 27. FEGLI [REDACTED] | | | | | | 28. Annuitant Indicator 9 Not Applicable | | | | 29. Pay Rate Determinant 0 0 Regular Rate | | | | | |
| 30. Retirement Plan K FERS and FICA | | | | 31. Service Comp. Date (Leave) 04/25/2010 | | 32. Work Schedule F Full Time | | | | 33. Part-Time Hours Per 00 Biweekly Pay Period | | | | | |
| POSITION DATA | | | | | | | | | | | | | | | |
| 34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved | | | | 35. FLSA Category E E - Exempt N - Nonexempt | | 36. Appropriation Code | | | | 37. Bargaining Unit Status 1050 | | | | | |
| 38. Duty Station Code 48-1730-113 | | | | 39. Duty Station (City - County - State or Overseas Location) Dallas Dallas TX USA | | | | | | | | | | | |
| 40. Agency Data C60 | | 41. 04/21/2013 | | 42. | | 43. WDM | | 44. PAR Number: | | | | | | | |
| 45. Remarks Salary includes a general increase of 1 percent and a locality payment applicable in this area. | | | | | | | | | | | | | | | |
| 46. Employing Department or Agency Environmental Protection Agency | | | | | | 50. Signature/Authentication and Title of Approving Official Nancy C. Ciccarello Acting HR Officer | | | | | | | | | |
| 47. Agency Code EP00 | | 48. Personnel Office ID 3248 | | 49. Approval Date 01/12/2014 | | | | | | | | | | | |



NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | |
|---|----------------------|-------------------------------------|------------------------|---|---------------------|--|---------------|--|------------------|---|---------------|
| 1. Name (Last, First, Middle) Henson II, Tommy Tucker | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 06/16/2013 | | | |
| FIRST ACTION | | | | SECOND ACTION | | | | | | | |
| 5-A. Code 002 | | 5-B. Nature of Action Correction | | 6-A. Code 471 | | 6-B. Nature of Action Furlough | | | | | |
| 5-C. Code | | 5-D. Legal Authority | | 6-C. Code VAJ | | 6-D. Legal Authority 5 U.S.C. 75. Adverse actions. | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | 6-E. Code | | 6-F. Legal Authority | | | | | |
| 7. FROM: Position Title and Number General Attorney 001440 00030959 | | | | 15. TO: Position Title and Number | | | | | | | |
| 8. Pay Plan GS | 9. Occ. Code 0905 | 10. Grade or Level 14 | 11. Step or Rate 02 | 12. Total Salary 105,610.00 | 13. Pay Basis PA | 16. Pay Plan | 17. Occ. Code | 18. Grade or Level | 19. Step or Rate | 20. Total Salary/Award | 21. Pay Basis |
| 12A. Basic Pay 87,520.00 | | 12B. Locality Adj. 18,090.00 | | 12C. Adj. Basic Pay 105,610.00 | | 12D. Other Pay 0 | | 20A. Basic Pay | | 20B. Locality Adj. | |
| 20C. Adj. Basic Pay | | 20D. Other Pay | | 22. Name and Location of Position's Organization DeptID: 0000003556 Org Cd: 90696200 Environmental Protection Agency Region 6 Dallas, Office Of Regional Counsel, Deputy Regnl Counsel For Enforcement, Water Enforcement Branch Dallas TX USA | | | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | |
| 23. Veterans Preference 1 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30% | | | | 24. Tenure 1 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite | | | | 25. Agency Use 8 | | 26. Veterans Preference for RIF YES X NO | |
| 27. FEGLI [REDACTED] | | | | 28. Annuitant Indicator 9 Not Applicable | | | | 29. Pay Rate Determinant 0 0 Regular Rate | | | |
| 30. Retirement Plan K FERS and FICA | | | | 31. Service Comp. Date (Leave) 04/25/2010 | | 32. Work Schedule F Full Time | | 33. Part-Time Hours Per 00 Biweekly Pay Period | | | |
| POSITION DATA | | | | | | | | | | | |
| 34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved | | | | 35. FLSA Category E E - Exempt N - Nonexempt | | 36. Appropriation Code | | | | 37. Bargaining Unit Status 1050 | |
| 38. Duty Station Code 48-1730-113 | | | | 39. Duty Station (City - County - State or Overseas Location) Dallas Dallas TX USA | | | | | | | |
| 40. Agency Data C60 | | 41. 04/21/2013 | | 42. | | 43. WDM | | 44. PAR Number: | | | |
| 45. Remarks Corrects item 45 to read: To be furloughed between 06/16/2013 and 09/30/2013 for a total of 15 hours, including a designated furlough day 07/05/2013. Furlough time in FY2013 totals 47 hours from 04/21/2013 through 09/30/2013. Reason for furlough: Sequestration. | | | | | | | | | | | |
| 46. Employing Department or Agency Environmental Protection Agency | | | | | | 50. Signature/Authentication and Title of Approving Official Patricia L Watson Human Resources Officer | | | | | |
| 47. Agency Code EP00 | | 48. Personnel Office ID 3248 | | 49. Approval Date 09/13/2013 | | | | | | | |



-Employee Name: TOMMY HENSON
-SSN: xxx-xx-1831
-POID: 3248
-OrgCode: EP00V6VFDA0000

-Form Number: SF 50
-Form Title: NOTIFICATION OF PERSONNEL ACTION
-Type: FURLOUGH
-Effective Date: 6/16/2013
-Folder Side: Permanent
-NOA Code 1: 471
-NOA Code 2:
-Exception Comment:
-Volume ID: EV8
-File Name: 00497203.pdf



NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | |
|--|--|--|--|---|-----------------------------------|--|-----------------------|---|--|---|--|
| 1. Name (Last, First, Middle) Henson II, Tommy Tucker | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 06-16-2013 | | | |
| FIRST ACTION | | | | | SECOND ACTION | | | | | | |
| 5-A. Code 471 | | 5-B. Nature of Action Furlough | | | 6-A. Code | | 6-B. Nature of Action | | | | |
| 5-C. Code VAJ | | 5-D. Legal Authority 5 U.S.C. 75. Adverse actions. | | | 6-C. Code | | 6-D. Legal Authority | | | | |
| 5-E. Code | | 5-F. Legal Authority | | | 6-E. Code | | 6-F. Legal Authority | | | | |
| 7. FROM: Position Title and Number General Attorney Position: 00030959 | | | | | 15. TO: Position Title and Number | | | | | | |
| 8. Pay Plan GS | | 9. Occ. Code 0905 | | 10. Grade or Lvl 14 | | 11. Step or Rate 02 | | 12. Total Salary \$105,610.00 | | 13. Pay Basis PA | |
| 16. Pay Plan | | 17. Occ. Code | | 18. Grade or Lvl | | 19. Step or Rate | | 20. Total Salary/Award | | 21. Pay Basis | |
| 12A. Basic Pay \$87,520.00 | | 12B. Locality Adj. \$18,090.00 | | 12C. Adj. Basic Pay \$105,610.00 | | 12D. Other Pay \$0 | | 20A. Basic Pay | | 20B. Locality Adj. | |
| 20C. Adj. Basic Pay | | 20D. Other Pay | | 22. Name and Location of Position's Organization Environmental Protection Agency Region 6 Dallas, Office Of Regional Counsel, Deputy Regl Counsel For Enforcement, Water Enforcement Branch Dallas TX USA DeptID: 0000003556 Org Cd: 90696200 | | | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | |
| 23. Veterans Preference 1 1-None 2-5 Point 3-10 Point/Disability 4-10 Point/Compensable 5-10 Point/Other 6-10 Point/Compensable/30% | | | | | | 24. Tenure 1 0-None 1-Permanent 2-Conditional 3-Indefinite | | 25. Agency Use 8 | | 26. Veterans Preference for RIF YES <input type="checkbox"/> X <input checked="" type="checkbox"/> NO <input type="checkbox"/> | |
| 27. FEGLI [REDACTED] | | | | | | 28. Annuitant Indicator 9 Not Applicable | | 29. Pay Rate Determinant 0 0 Regular Rate | | | |
| 30. Retirement Plan K FERS and FICA | | | | 31. Service Comp. Date (Leave) 04-25-2010 | | 32. Work Schedule F Full Time | | 33. Part-Time Hours Per Biweekly Pay Period 00 | | | |
| POSITION DATA | | | | | | | | | | | |
| 34. Position Occupied 2 1-Competitive Service 2-Excepted Service 3-SES General 4-SES Career Reserved | | | | 35. FLSA Category E E-Exempt N-Nonexempt | | 36. Appropriation Code | | 37. Bargaining Unit Status 1050 | | | |
| 38. Duty Station Code 48-1730-113 | | | | 39. Duty Station (City-County-State or Overseas Location) Dallas Dallas TX USA | | | | | | | |
| 40. Agency Data C60 | | 41. 04-21-2013 | | 42. | | 43. WDM | | 44. PAR Number: | | | |
| 45. Remarks - Reason for furlough: Sequestration - To be furloughed between 06/16/2013 and 09/30/2013 for a total of 23 hours, including designated furlough days on 07/05/13 and 08/30/13. - Furlough time in FY2013 totals 55 hours from 04/21/13 through 09/30/13. | | | | | | | | | | | |
| 46. Employing Department or Agency Environmental Protection Agency | | | | | | 50. Signature/Authentication and Title of Approving Official Nancy C. Ciccarello Acting HR Officer | | | | | |
| 47. Agency Code EP00 | | 48. Personnel Office ID 3248 | | 49. Approval Date 06-16-2013 | | | | | | | |

NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | | | |
|---|----------------------|--|------------------------|---|---------------------|---|-----------------------|---------------------------------|------------------------|--|---------------------|-----------------------------------|--|-----------------------|--|
| 1. Name (Last, First, Middle) Henson II, Tommy Tucker | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 04/25/2013 | | | | | | | |
| FIRST ACTION | | | | SECOND ACTION | | | | | | | | | | | |
| 5-A. Code 880 | | 5-B. Nature of Action Chg in Tenure Group | | 6-A. Code | | 6-B. Nature of Action | | | | | | | | | |
| 5-C. Code PKM | | 5-D. Legal Authority Reg 351.502 | | 6-C. Code | | 6-D. Legal Authority | | | | | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | 6-E. Code | | 6-F. Legal Authority | | | | | | | | | |
| 7. FROM: Position Title and Number General Attorney 001440 00030959 | | | | 15. TO: Position Title and Number General Attorney 001440 00030959 | | | | | | | | | | | |
| 8. Pay Plan GS | 9. Occ. Code 0905 | 10. Grade or Level 14 | 11. Step or Rate 02 | 12. Total Salary 105,610.00 | 13. Pay Basis PA | 16. Pay Plan GS | 17. Occ. Code 0905 | 18. Grade or Level 14 | 19. Step or Rate 02 | 20. Total Salary/Award 105,610.00 | 21. Pay Basis PA | | | | |
| 12A. Basic Pay 87,520.00 | | 12B. Locality Adj. 18,090.00 | | 12C. Adj. Basic Pay 105,610.00 | | 12D. Other Pay 0 | | 20A. Basic Pay 87,520.00 | | 20B. Locality Adj. 18,090.00 | | 20C. Adj. Basic Pay 105,610.00 | | 20D. Other Pay \$0 | |
| 14. Name and Location of Position's Organization DeptID: 0000003556 Org Cd: 90696200 Environmental Protection Agency Region 6 Dallas, Office Of Regional Counsel, Deputy Regnl Counsel For Enforcement, Water Enforcement Branch Dallas TX USA | | | | | | 22. Name and Location of Position's Organization DeptID: 0000003556 Org Cd: 90696200 Environmental Protection Agency Region 6 Dallas, Office Of Regional Counsel, Deputy Regnl Counsel For Enforcement, Water Enforcement Branch Dallas TX USA | | | | | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | | | | | |
| 23. Veterans Preference 1 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30% | | | | | | 24. Tenure 1 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite | | 25. Agency Use 8 | | 26. Veterans Preference for RIF YES X NO | | | | | |
| 27. EEO-1 [REDACTED] | | | | | | 28. Annuitant Indicator 9 Not Applicable | | | | 29. Pay Rate Determinant 0 0 Regular Rate | | | | | |
| 30. Retirement Plan K FERS and FICA | | | | 31. Service Comp. Date (Leave) 04/25/2010 | | 32. Work Schedule F Full Time | | | | 33. Part-Time Hours Per 00 Biweekly Pay Period | | | | | |
| POSITION DATA | | | | | | | | | | | | | | | |
| 34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved | | | | 35. FLSA Category E E - Exempt N - Nonexempt | | 36. Appropriation Code | | | | 37. Bargaining Unit Status 1050 | | | | | |
| 38. Duty Station Code 48-1730-113 | | | | 39. Duty Station (City - County - State or Overseas Location) Dallas Dallas TX USA | | | | | | | | | | | |
| 40. Agency Data C60 | | 41. 04/21/2013 | | 42. | | 43. WDM | | 44. PAR Number: | | | | | | | |
| 45. Remarks Completed service requirement for career tenure from 2010-04-25 to 2013-04-24. | | | | | | | | | | | | | | | |
| 46. Employing Department or Agency Environmental Protection Agency | | | | | | 50. Signature/Authentication and Title of Approving Official Nancy C. Ciccarello Acting HR Officer | | | | | | | | | |
| 47. Agency Code EP00 | | 48. Personnel Office ID 3248 | | 49. Approval Date 02/07/2014 | | | | | | | | | | | |



NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | |
|---|--|---|--|---|--|---|--|--|--|---|--|
| 1. Name (Last, First, Middle) Henson II, Tommy Tucker | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 04/24/2013 | | | |
| FIRST ACTION | | | | SECOND ACTION | | | | | | | |
| 5-A. Code 881 | | 5-B. Nature of Action FEGLI Chg | | | | 6-A. Code | | 6-B. Nature of Action | | | |
| 5-C. Code DPM | | 5-D. Legal Authority 5 U.S.C., Chapter 87. Life Insurance. | | | | 6-C. Code | | 6-D. Legal Authority | | | |
| 5-E. Code | | 5-F. Legal Authority | | | | 6-E. Code | | 6-F. Legal Authority | | | |
| 7. FROM: Position Title and Number General Attorney 001440 00030959 | | | | | | 15. TO: Position Title and Number General Attorney 001440 00030959 | | | | | |
| 8. Pay Plan GS | | 9. Occ. Code 0905 | | 10. Grade or Level 14 | | 11. Step or Rate 02 | | 12. Total Salary 105,610.00 | | 13. Pay Basis PA | |
| 16. Pay Plan GS | | 17. Occ. Code 0905 | | 18. Grade or Level 14 | | 19. Step or Rate 02 | | 20. Total Salary/Award 105,610.00 | | 21. Pay Basis PA | |
| 12A. Basic Pay 87,520.00 | | 12B. Locality Adj. 18,090.00 | | 12C. Adj. Basic Pay 105,610.00 | | 12D. Other Pay 0 | | 20A. Basic Pay 87,520.00 | | 20B. Locality Adj. 18,090.00 | |
| | | | | 20C. Adj. Basic Pay 105,610.00 | | 20D. Other Pay \$0 | | | | | |
| 14. Name and Location of Position's Organization DeptID: 0000003556 Org Cd: 90696200 Environmental Protection Agency Region 6 Dallas, Office Of Regional Counsel, Deputy Regnl Counsel For Enforcement, Water Enforcement Branch Dallas TX USA | | | | | | 22. Name and Location of Position's Organization DeptID: 0000003556 Org Cd: 90696200 Environmental Protection Agency Region 6 Dallas, Office Of Regional Counsel, Deputy Regnl Counsel For Enforcement, Water Enforcement Branch Dallas TX USA | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | |
| 23. Veterans Preference 1 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30% | | | | | | 24. Tenure 2 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite | | 25. Agency Use 8 | | 26. Veterans Preference for RIF YES X NO | |
| 27. FEGLI [REDACTED] | | | | | | 28. Annuitant Indicator 9 Not Applicable | | 29. Pay Rate Determinant 0 0 Regular Rate | | | |
| 30. Retirement Plan K FERS and FICA | | | | 31. Service Comp. Date (Leave) 04/25/2010 | | 32. Work Schedule F Full Time | | 33. Part-Time Hours Per 00 Biweekly Pay Period | | | |
| POSITION DATA | | | | | | | | | | | |
| 34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved | | | | 35. FLSA Category E E - Exempt N - Nonexempt | | 36. Appropriation Code | | 37. Bargaining Unit Status 1050 | | | |
| 38. Duty Station Code 48-1730-113 | | | | 39. Duty Station (City - County - State or Overseas Location) Dallas Dallas TX USA | | | | | | | |
| 40. Agency Data C60 | | 41. 04/21/2013 | | 42. | | 43. WDM | | 44. PAR Number: | | | |
| 45. Remarks FEGLI change from [REDACTED] | | | | | | | | | | | |
| 46. Employing Department or Agency Environmental Protection Agency | | | | | | 50. Signature/Authentication and Title of Approving Official Patricia L Watson Human Resources Officer | | | | | |
| 47. Agency Code EP00 | | 48. Personnel Office ID 3248 | | 49. Approval Date 04/24/2013 | | | | | | | |



NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | |
|---|----------------------|---|------------------------|---|---------------------|--|---------------|---------------------------------|------------------|--|---------------|
| 1. Name (Last, First, Middle) Henson II, Tommy Tucker | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 04/21/2013 | | | |
| FIRST ACTION | | | | SECOND ACTION | | | | | | | |
| 5-A. Code 471 | | 5-B. Nature of Action Furlough | | 6-A. Code | | 6-B. Nature of Action | | | | | |
| 5-C. Code VAJ | | 5-D. Legal Authority 5 U.S.C. 75. Adverse actions. | | 6-C. Code | | 6-D. Legal Authority | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | 6-E. Code | | 6-F. Legal Authority | | | | | |
| 7. FROM: Position Title and Number General Attorney 001440 00030959 | | | | 15. TO: Position Title and Number | | | | | | | |
| 8. Pay Plan GS | 9. Occ. Code 0905 | 10. Grade or Level 14 | 11. Step or Rate 02 | 12. Total Salary 105,610.00 | 13. Pay Basis PA | 16. Pay Plan | 17. Occ. Code | 18. Grade or Level | 19. Step or Rate | 20. Total Salary/Award | 21. Pay Basis |
| 12A. Basic Pay 87,520.00 | | 12B. Locality Adj. 18,090.00 | | 12C. Adj. Basic Pay 105,610.00 | | 12D. Other Pay 0 | | 20A. Basic Pay | | 20B. Locality Adj. | |
| 20C. Adj. Basic Pay | | 20D. Other Pay | | | | | | | | | |
| 14. Name and Location of Position's Organization DeptID: 0000003556 Org Cd: 90696200 Environmental Protection Agency Region 6 Dallas, Office Of Regional Counsel, Deputy Regnl Counsel For Enforcement, Water Enforcement Branch Dallas TX USA | | | | | | 22. Name and Location of Position's Organization | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | |
| 23. Veterans Preference 1 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30% | | | | | | 24. Tenure 2 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite | | 25. Agency Use 8 | | 26. Veterans Preference for RIF YES X NO | |
| 27. EEGLI [REDACTED] | | | | | | 28. Annuitant Indicator 9 Not Applicable | | | | 29. Pay Rate Determinant 0 0 Regular Rate | |
| 30. Retirement Plan K FERS and FICA | | | | 31. Service Comp. Date (Leave) 04/25/2010 | | 32. Work Schedule F Full Time | | | | 33. Part-Time Hours Per 00 Biweekly Pay Period | |
| POSITION DATA | | | | | | | | | | | |
| 34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved | | | | 35. FLSA Category E E - Exempt N - Nonexempt | | 36. Appropriation Code | | | | 37. Bargaining Unit Status 1050 | |
| 38. Duty Station Code 48-1730-113 | | | | 39. Duty Station (City - County - State or Overseas Location) Dallas Dallas TX USA | | | | | | | |
| 40. Agency Data C60 | | 41. 04/21/2013 | | 42. | | 43. WDM | | 44. PAR Number: | | | |
| 45. Remarks Reason for furlough: Sequestration To be furloughed between 04/21/2013 and 06/15/2013 for a total of 32 hours | | | | | | | | | | | |
| 46. Employing Department or Agency Environmental Protection Agency | | | | | | 50. Signature/Authentication and Title of Approving Official Patricia L Watson Human Resources Officer | | | | | |
| 47. Agency Code EP00 | | 48. Personnel Office ID 3248 | | 49. Approval Date 04/21/2013 | | | | | | | |



NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | | | |
|--|----------------------|--|------------------------|---|---------------------|---|-----------------------|---------------------------------|------------------------|--|---------------------|-----------------------------------|--|-----------------------|--|
| 1. Name (Last, First, Middle) Henson II, Tommy Tucker | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 04/21/2013 | | | | | | | |
| FIRST ACTION | | | | SECOND ACTION | | | | | | | | | | | |
| 5-A. Code 893 | | 5-B. Nature of Action Reg WRI | | 6-A. Code | | 6-B. Nature of Action | | | | | | | | | |
| 5-C. Code Q7M | | 5-D. Legal Authority Reg 531.404. Withingrade increase. | | 6-C. Code | | 6-D. Legal Authority | | | | | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | 6-E. Code | | 6-F. Legal Authority | | | | | | | | | |
| 7. FROM: Position Title and Number General Attorney 001440 00030959 | | | | 15. TO: Position Title and Number General Attorney 001440 00030959 | | | | | | | | | | | |
| 8. Pay Plan GS | 9. Occ. Code 0905 | 10. Grade or Level 14 | 11. Step or Rate 01 | 12. Total Salary 102,204.00 | 13. Pay Basis PA | 16. Pay Plan GS | 17. Occ. Code 0905 | 18. Grade or Level 14 | 19. Step or Rate 02 | 20. Total Salary/Award 105,610.00 | 21. Pay Basis PA | | | | |
| 12A. Basic Pay 84,697.00 | | 12B. Locality Adj. 17,507.00 | | 12C. Adj. Basic Pay 102,204.00 | | 12D. Other Pay 0 | | 20A. Basic Pay 87,520.00 | | 20B. Locality Adj. 18,090.00 | | 20C. Adj. Basic Pay 105,610.00 | | 20D. Other Pay \$0 | |
| 14. Name and Location of Position's Organization DeptID: 0000003556 Org Cd: 90696200 Environmental Protection Agency Region 6 Dallas, Office Of Regional Counsel, Deputy Regnl Counsel For Enforcement, Water Enforcement Branch Dallas TX USA | | | | | | 22. Name and Location of Position's Organization DeptID: 0000003556 Org Cd: 90696200 Environmental Protection Agency Region 6 Dallas, Office Of Regional Counsel, Deputy Regnl Counsel For Enforcement, Water Enforcement Branch Dallas TX USA | | | | | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | | | | | |
| 23. Veterans Preference 1 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30% | | | | | | 24. Tenure 2 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite | | 25. Agency Use 8 | | 26. Veterans Preference for RIF YES X NO | | | | | |
| 27. EEGLI [REDACTED] | | | | | | 28. Annuitant Indicator 9 Not Applicable | | | | 29. Pay Rate Determinant 0 0 Regular Rate | | | | | |
| 30. Retirement Plan K FERS and FICA | | | | 31. Service Comp. Date (Leave) 04/25/2010 | | 32. Work Schedule F Full Time | | | | 33. Part-Time Hours Per 00 Biweekly Pay Period | | | | | |
| POSITION DATA | | | | | | | | | | | | | | | |
| 34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved | | | | 35. FLSA Category E E - Exempt N - Nonexempt | | 36. Appropriation Code | | | | 37. Bargaining Unit Status 1050 | | | | | |
| 38. Duty Station Code 48-1730-113 | | | | 39. Duty Station (City - County - State or Overseas Location) Dallas Dallas TX USA | | | | | | | | | | | |
| 40. Agency Data C60 | | 41. 04/21/2013 | | 42. | | 43. WDM | | 44. PAR Number: | | | | | | | |
| 45. Remarks Work performance is at an acceptable level of competence. The waiting period for your next within-grade increase is 52 weeks from the above effective date. This period can be changed by an equivalent increase action, extended leave without pay, or non-work days if intermittent. | | | | | | | | | | | | | | | |
| 46. Employing Department or Agency Environmental Protection Agency | | | | | | 50. Signature/Authentication and Title of Approving Official Patricia L Watson Human Resources Officer | | | | | | | | | |
| 47. Agency Code EP00 | | 48. Personnel Office ID 3248 | | 49. Approval Date 04/21/2013 | | | | | | | | | | | |



NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | |
|---|--|--|--|---|--|---|--|--|--|---|--|
| 1. Name (Last, First, Middle) Henson II, Tommy Tucker | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 02/10/2013 | | | |
| FIRST ACTION | | | | SECOND ACTION | | | | | | | |
| 5-A. Code 800 | | 5-B. Nature of Action Chg in Data Element | | | | 6-A. Code | | 6-B. Nature of Action | | | |
| 5-C. Code CGM | | 5-D. Legal Authority 5 U.S.C. 552a(e)(5). | | | | 6-C. Code | | 6-D. Legal Authority | | | |
| 5-E. Code | | 5-F. Legal Authority | | | | 6-E. Code | | 6-F. Legal Authority | | | |
| 7. FROM: Position Title and Number General Attorney 001440 00030959 | | | | | | 15. TO: Position Title and Number General Attorney 001440 00030959 | | | | | |
| 8. Pay Plan GS | | 9. Occ. Code 0905 | | 10. Grade or Level 14 | | 11. Step or Rate 01 | | 12. Total Salary 102,204.00 | | 13. Pay Basis PA | |
| 16. Pay Plan GS | | 17. Occ. Code 0905 | | 18. Grade or Level 14 | | 19. Step or Rate 01 | | 20. Total Salary/Award 102,204.00 | | 21. Pay Basis PA | |
| 12A. Basic Pay 84,697.00 | | 12B. Locality Adj. 17,507.00 | | 12C. Adj. Basic Pay 102,204.00 | | 12D. Other Pay 0 | | 20A. Basic Pay 84,697.00 | | 20B. Locality Adj. 17,507.00 | |
| | | | | 20C. Adj. Basic Pay 102,204.00 | | 20D. Other Pay \$0 | | | | | |
| 14. Name and Location of Position's Organization DeptID: 0000003556 Org Cd: 90696200 Environmental Protection Agency Region 6 Dallas, Office Of Regional Counsel, Deputy Regnl Counsel For Enforcement, Water Enforcement Branch Dallas TX USA | | | | | | 22. Name and Location of Position's Organization DeptID: 0000003556 Org Cd: 90696200 Environmental Protection Agency Region 6 Dallas, Office Of Regional Counsel, Deputy Regnl Counsel For Enforcement, Water Enforcement Branch Dallas TX USA | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | |
| 23. Veterans Preference 1 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30% | | | | | | 24. Tenure 2 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite | | 25. Agency Use 8 | | 26. Veterans Preference for RIF YES X NO | |
| 27. FEGLI [REDACTED] | | | | | | 28. Annuitant Indicator 9 Not Applicable | | 29. Pay Rate Determinant 0 0 Regular Rate | | | |
| 30. Retirement Plan K FERS and FICA | | | | 31. Service Comp. Date (Leave) 04/25/2010 | | 32. Work Schedule F Full Time | | 33. Part-Time Hours Per 00 Biweekly Pay Period | | | |
| POSITION DATA | | | | | | | | | | | |
| 34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved | | | | 35. FLSA Category E E - Exempt N - Nonexempt | | 36. Appropriation Code | | 37. Bargaining Unit Status 1050 | | | |
| 38. Duty Station Code 48-1730-113 | | | | 39. Duty Station (City - County - State or Overseas Location) Dallas Dallas TX USA | | | | | | | |
| 40. Agency Data C60 | | 41. 04/22/2012 | | 42. | | 43. WDM | | 44. PAR Number: | | | |
| 45. Remarks Changes in data element in block 37. This change to your BUS code is an administrative change only and has no impact on your bargaining unit status. | | | | | | | | | | | |
| 46. Employing Department or Agency Environmental Protection Agency | | | | | | 50. Signature/Authentication and Title of Approving Official Patricia L Watson Human Resources Officer | | | | | |
| 47. Agency Code EP00 | | 48. Personnel Office ID 3248 | | 49. Approval Date 02/10/2013 | | | | | | | |



NOTIFICATION OF PERSONNEL ACTION

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|---|--|---|--|---|--|---|--|---------------------------------|--|---------------------------------|--|---|--|-----------------------|--|----------------------------|--|--|--|--------------------------------------|--|---------------------|--|
| 1. Name (Last, First, Middle) Henson II, Tommy Tucker | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 04/22/2012 | | | | | | | | | | | | | | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | | | | | | | | | | | | | |
| 5-A. Code 702 | | 5-B. Nature of Action Promotion | | | | 6-A. Code | | 6-B. Nature of Action | | | | | | | | | | | | | | | |
| 5-C. Code WDM | | 5-D. Legal Authority SCH A, 213.3102(d).Attorneys. | | | | 6-C. Code | | 6-D. Legal Authority | | | | | | | | | | | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | | | 6-E. Code | | 6-F. Legal Authority | | | | | | | | | | | | | | | |
| 7. FROM: Position Title and Number General Attorney 001961 00030959 | | | | | | 15. TO: Position Title and Number General Attorney 001440 00030959 | | | | | | | | | | | | | | | | | |
| 8. Pay Plan GS | | 9. Occ. Code 0905 | | 10. Grade or Level 13 | | 11. Step or Rate 02 | | 12. Total Salary 89,372.00 | | 13. Pay Basis PA | | 16. Pay Plan GS | | 17. Occ. Code 0905 | | 18. Grade or Level 14 | | 19. Step or Rate 01 | | 20. Total Salary/Award 102,204.00 | | 21. Pay Basis PA | |
| 12A. Basic Pay 74,063.00 | | 12B. Locality Adj. 15,309.00 | | 12C. Adj. Basic Pay 89,372.00 | | 12D. Other Pay 0 | | 20A. Basic Pay 84,697.00 | | 20B. Locality Adj. 17,507.00 | | 20C. Adj. Basic Pay 102,204.00 | | 20D. Other Pay \$0 | | | | | | | | | |
| 14. Name and Location of Position's Organization DeptID: 0000003556 Org Cd: 90696200 Environmental Protection Agency Region 6 Dallas, Office Of Regional Counsel, Deputy Regnl Counsel For Enforcement, Water Enforcement Branch Dallas TX USA | | | | | | | | | | | | 22. Name and Location of Position's Organization DeptID: 0000003556 Org Cd: 90696200 Environmental Protection Agency Region 6 Dallas, Office Of Regional Counsel, Deputy Regnl Counsel For Enforcement, Water Enforcement Branch Dallas TX USA | | | | | | | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | | | | | | | | | | | | | |
| 23. Veterans Preference 1 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30% | | | | | | | | | | | | 24. Tenure 2 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite | | | | 25. Agency Use 8 | | 26. Veterans Preference for RIF YES X NO | | | | | |
| 27. EEGLI [REDACTED] | | | | | | | | | | | | 28. Annuitant Indicator 9 Not Applicable | | | | | | 29. Pay Rate Determinant 0 0 Regular Rate | | | | | |
| 30. Retirement Plan K FERS and FICA | | | | | | 31. Service Comp. Date (Leave) 04/25/2010 | | | | | | 32. Work Schedule F Full Time | | | | | | 33. Part-Time Hours Per 00 Biweekly Pay Period | | | | | |
| POSITION DATA | | | | | | | | | | | | | | | | | | | | | | | |
| 34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved | | | | | | 35. FLSA Category E E - Exempt N - Nonexempt | | | | | | 36. Appropriation Code | | | | | | 37. Bargaining Unit Status 0012 | | | | | |
| 38. Duty Station Code 48-1730-113 | | | | | | 39. Duty Station (City - County - State or Overseas Location) Dallas Dallas TX USA | | | | | | | | | | | | | | | | | |
| 40. Agency Data C60 | | | | 41. 04/22/2012 | | | | 42. | | | | 43. WDM | | | | 44. PAR Number: R6FY12-257 | | | | | | | |
| 45. Remarks Position is at the full performance level. Pay rate fixed to include rate increase due on same date. Promotion in accordance with career-ladder progression. | | | | | | | | | | | | | | | | | | | | | | | |
| 46. Employing Department or Agency Environmental Protection Agency | | | | | | | | | | | | 50. Signature/Authentication and Title of Approving Official Patricia L Watson Human Resources Officer | | | | | | | | | | | |
| 47. Agency Code EP00 | | | | 48. Personnel Office ID 3248 | | | | 49. Approval Date 04/17/2012 | | | | | | | | | | | | | | | |



NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | | | |
|--|----------------------|--|------------------------|---|---------------------|---|-----------------------|---------------------------------|------------------------|--|---------------------|----------------------------------|--|-----------------------|--|
| 1. Name (Last, First, Middle) Henson II, Tommy Tucker | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 04/22/2012 | | | | | | | |
| FIRST ACTION | | | | SECOND ACTION | | | | | | | | | | | |
| 5-A. Code 893 | | 5-B. Nature of Action Reg WRI | | 6-A. Code | | 6-B. Nature of Action | | | | | | | | | |
| 5-C. Code Q7M | | 5-D. Legal Authority Reg 531.404. Withingrade increase. | | 6-C. Code | | 6-D. Legal Authority | | | | | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | 6-E. Code | | 6-F. Legal Authority | | | | | | | | | |
| 7. FROM: Position Title and Number General Attorney 001961 00030959 | | | | 15. TO: Position Title and Number General Attorney 001961 00030959 | | | | | | | | | | | |
| 8. Pay Plan GS | 9. Occ. Code 0905 | 10. Grade or Level 13 | 11. Step or Rate 01 | 12. Total Salary 86,489.00 | 13. Pay Basis PA | 16. Pay Plan GS | 17. Occ. Code 0905 | 18. Grade or Level 13 | 19. Step or Rate 02 | 20. Total Salary/Award 89,372.00 | 21. Pay Basis PA | | | | |
| 12A. Basic Pay 71,674.00 | | 12B. Locality Adj. 14,815.00 | | 12C. Adj. Basic Pay 86,489.00 | | 12D. Other Pay 0 | | 20A. Basic Pay 74,063.00 | | 20B. Locality Adj. 15,309.00 | | 20C. Adj. Basic Pay 89,372.00 | | 20D. Other Pay \$0 | |
| 14. Name and Location of Position's Organization DeptID: 0000003556 Org Cd: 90696200 Environmental Protection Agency Region 6 Dallas, Office Of Regional Counsel, Deputy Regnl Counsel For Enforcement, Water Enforcement Branch Dallas TX USA | | | | | | 22. Name and Location of Position's Organization DeptID: 0000003556 Org Cd: 90696200 Environmental Protection Agency Region 6 Dallas, Office Of Regional Counsel, Deputy Regnl Counsel For Enforcement, Water Enforcement Branch Dallas TX USA | | | | | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | | | | | |
| 23. Veterans Preference 1 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30% | | | | | | 24. Tenure 2 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite | | 25. Agency Use 8 | | 26. Veterans Preference for RIF YES X NO | | | | | |
| 27. EEGLI [REDACTED] | | | | | | 28. Annuitant Indicator 9 Not Applicable | | | | 29. Pay Rate Determinant 0 0 Regular Rate | | | | | |
| 30. Retirement Plan K FERS and FICA | | | | 31. Service Comp. Date (Leave) 04/25/2010 | | 32. Work Schedule F Full Time | | | | 33. Part-Time Hours Per 00 Biweekly Pay Period | | | | | |
| POSITION DATA | | | | | | | | | | | | | | | |
| 34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved | | | | 35. FLSA Category E E - Exempt N - Nonexempt | | 36. Appropriation Code | | | | 37. Bargaining Unit Status 0012 | | | | | |
| 38. Duty Station Code 48-1730-113 | | | | 39. Duty Station (City - County - State or Overseas Location) Dallas Dallas TX USA | | | | | | | | | | | |
| 40. Agency Data C60 | | 41. 04/22/2012 | | 42. | | 43. WDM | | 44. PAR Number: | | | | | | | |
| 45. Remarks Work performance is at an acceptable level of competence. The waiting period for your next within-grade increase is 52 weeks from the above effective date. This period can be changed by an equivalent increase action, extended leave without pay, or non-work days if intermittent. | | | | | | | | | | | | | | | |
| 46. Employing Department or Agency Environmental Protection Agency | | | | | | 50. Signature/Authentication and Title of Approving Official Patricia L Watson Human Resources Officer | | | | | | | | | |
| 47. Agency Code EP00 | | 48. Personnel Office ID 3248 | | 49. Approval Date 04/22/2012 | | | | | | | | | | | |



NOTIFICATION OF PERSONNEL ACTION

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|--|--|---|---|--|---|---------------------------------------|---|---|--|--|----------------------------|--|----------------------------|------------------------------|--|
| 1. Name (Last, First, Middle) Henson II, Tommy Tucker | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 04/24/2011 | | | | | | | |
| FIRST ACTION | | | | | SECOND ACTION | | | | | | | | | | |
| 5-A. Code 893 | | 5-B. Nature of Action Reg WRI | | | 6-A. Code | | 6-B. Nature of Action | | | | | | | | |
| 5-C. Code Q7M | | 5-D. Legal Authority Reg 531.404. Withingrade increase. | | | 6-C. Code | | 6-D. Legal Authority | | | | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | | 6-E. Code | | 6-F. Legal Authority | | | | | | | | |
| 7. FROM: Position Title and Number General Attorney 002842 00030959 | | | | | 15. TO: Position Title and Number General Attorney 002842 00030959 | | | | | | | | | | |
| 8. Pay Plan GS | | 9. Occ. Code 0905 | 10. Grade/Level 12 | 11. Step/Rate 01 | 12. Total Salary 72,733.00 | 13. Pay Basis PA | 16. Pay Plan GS | | 17. Occ. Code 0905 | 18. Grade/Level 12 | 19. Step/Rate 02 | 20. Total Salary/Award 75,157.00 | 21. Pay Basis PA | | |
| 12A. Basic Pay 60,274.00 | | 12B. Locality Adj. 12,459.00 | | 12C. Adj. Basic Pay 72,733.00 | | 12D. Other Pay 0 | | 20A. Basic Pay 62,283.00 | | 20B. Locality Adj. 12,874.00 | | 20C. Adj. Basic Pay 75,157.00 | | 20D. Other Pay \$0 | |
| 14. Name and Location of Position's Organization DeptID: 0000003556 Org Cd: 90696200 Environmental Protection Agency Region 6 Dallas, Office Of Regional Counsel, Deputy Regl Counsel For Enforcement, Water Enforcement Branch Dallas TX USA | | | | | 22. Name and Location of Position's Organization DeptID: 0000003556 Org Cd: 90696200 Environmental Protection Agency Region 6 Dallas, Office Of Regional Counsel, Deputy Regl Counsel For Enforcement, Water Enforcement Branch Dallas TX USA | | | | | | | | | | |
| EMPLOYEE DATA | | | | | 24. Tenure | | 25. Agency Use | | 26. Veterans Preference for RIF | | | | | | |
| 23. Veterans Preference 1 1 - None 2 - 5-Point 3 - 10-Point/Disability 4 - 10-Point/Compensable 5 - 10-Point/Other 6 - 10-Point/Compensable/30% | | | | | 24. Tenure 2 0 - None 1 - Permanent 2 - Conditional 3 - Indefinite | | 8 | | 26. Veterans Preference for RIF YES X NO | | | | | | |
| 28. Annuitant Indicator 9 Not Applicable | | | | | 29. Pay Rate Determinant 0 0 Regular Rate | | | | | | | | | | |
| 30. Retirement Plan K FERS and FICA | | | 31. Service Comp. Date (Leave) 04/25/2010 | | 32. Work Schedule F Full Time | | | 33. Part-Time Hours Per 00 Biweekly Pay Period | | | | | | | |
| POSITION DATA | | | | | 35. FLSA Category E E - Exempt N - Nonexempt | | 36. Appropriation Code | | 37. Bargaining Unit Status 0012 | | | | | | |
| 34. Position Occupied 2 1 - Competitive Service 2 - Excepted Service 3 - SES General 4 - SES Career Reserved | | | | | 38. Duty Station Code 48-1730-113 | | | | | 39. Duty Station (City - County - State or Overseas Location) Dallas Dallas TX USA | | | | | |
| 40. Agency Data C60 | | 41. 04/24/2011 | | 42. | | 43. WDM | | 44. PAR Number: | | | | | | | |
| 45. Remarks Work performance is at an acceptable level of competence. The waiting period for your next within-grade increase is 52 weeks from the above effective date. This period can be changed by an equivalent increase action, extended leave without pay, or non-work days if intermittent. | | | | | | | | | | | | | | | |
| 46. Employing Department or Agency Environmental Protection Agency | | | | | | | 50. Signature/Authentication and Title of Approving Official Patricia L. Watson Human Resources Officer | | | | | | | | |
| 47. Agency Code EP00 | | 48. Personnel Office ID 3248 | | 49. Approval Date 04/24/2011 | | | | | | | | | | | |



NOTIFICATION OF PERSONNEL ACTION

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|---|--|---|--|---|--|---|--|---------------------------------|--|---------------------------------|--|--|--|-----------------------|--|--------------------------|--|---|--|-------------------------------------|--|---------------------|--|---|--|--|--|--|--|--|--|--|--|--|--|
| 1. Name (Last, First, Middle) Henson II, Tommy Tucker | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 04/24/2011 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| FIRST ACTION | | | | | | SECOND ACTION | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5-A. Code 702 | | 5-B. Nature of Action Promotion | | | | 6-A. Code | | 6-B. Nature of Action | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5-C. Code WDM | | 5-D. Legal Authority SCH A, 213.3102(d).Attorneys. | | | | 6-C. Code | | 6-D. Legal Authority | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | | | 6-E. Code | | 6-F. Legal Authority | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 7. FROM: Position Title and Number General Attorney 002842 00030959 | | | | | | 15. TO: Position Title and Number General Attorney 001961 00030959 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 8. Pay Plan GS | | 9. Occ. Code 0905 | | 10. Grade/Level 12 | | 11. Step/Rate 02 | | 12. Total Salary 75,157.00 | | 13. Pay Basis PA | | 16. Pay Plan GS | | 17. Occ. Code 0905 | | 18. Grade/Level 13 | | 19. Step/Rate 01 | | 20. Total Salary/Award 86,489.00 | | 21. Pay Basis PA | | | | | | | | | | | | | |
| 12A. Basic Pay 62,283.00 | | 12B. Locality Adj. 12,874.00 | | 12C. Adj. Basic Pay 75,157.00 | | 12D. Other Pay 0 | | 20A. Basic Pay 71,674.00 | | 20B. Locality Adj. 14,815.00 | | 20C. Adj. Basic Pay 86,489.00 | | 20D. Other Pay \$0 | | | | | | | | | | | | | | | | | | | | | |
| 14. Name and Location of Position's Organization DeptID: 0000003556 Org Cd: 90696200 Environmental Protection Agency Region 6 Dallas, Office Of Regional Counsel, Deputy Regl Counsel For Enforcement, Water Enforcement Branch Dallas TX USA | | | | | | | | | | | | 22. Name and Location of Position's Organization DeptID: 0000003556 Org Cd: 90696200 Environmental Protection Agency Region 6 Dallas, Office Of Regional Counsel, Deputy Regl Counsel For Enforcement, Water Enforcement Branch Dallas TX USA | | | | | | | | | | | | | | | | | | | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | | 24. Tenure | | | | 25. Agency Use | | 26. Veterans Preference for RIF | | | | | | | | | | | | | | | | | |
| 23. Veterans Preference 1 - None 2 - 5-Point 3 - 10-Point/Disability 4 - 10-Point/Compensable 5 - 10-Point/Other 6 - 10-Point/Compensable/30% | | | | | | | | | | | | 2 0 - None 1 - Permanent 2 - Conditional 3 - Indefinite | | | | 8 | | YES X NO | | | | | | | | | | | | | | | | | |
| 28. Annuitant Indicator 9 Not Applicable | | | | | | | | | | | | 29. Pay Rate Determinant 0 0 Regular Rate | | | | | | | | | | | | | | | | | | | | | | | |
| 30. Retirement Plan K FERS and FICA | | | | | | 31. Service Comp. Date (Leave) 04/25/2010 | | | | | | 32. Work Schedule F Full Time | | | | | | 33. Part-Time Hours Per 00 Biweekly Pay Period | | | | | | | | | | | | | | | | | |
| POSITION DATA | | | | | | | | | | | | 35. FLSA Category E E - Exempt N - Nonexempt | | | | 36. Appropriation Code | | | | 37. Bargaining Unit Status 0012 | | | | | | | | | | | | | | | |
| 34. Position Occupied 2 1 - Competitive Service 2 - Excepted Service 3 - SES General 4 - SES Career Reserved | | | | | | | | | | | | 38. Duty Station Code 48-1730-113 | | | | | | | | | | | | 39. Duty Station (City - County - State or Overseas Location) Dallas Dallas TX USA | | | | | | | | | | | |
| 40. Agency Data C60 | | | | 41. 04/24/2011 | | | | 42. | | | | 43. WDM | | | | 44. PAR Number: FY11-247 | | | | | | | | | | | | | | | | | | | |
| 45. Remarks Full performance level of employee's position is GS-14. Work performance is at an acceptable level of competence. Promotion in accordance with career-ladder progression. Incumbent may be promoted progressively to the target position without further competition depending upon performance, qualifications, and supervisor's recommendation. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 46. Employing Department or Agency Environmental Protection Agency | | | | | | | | | | | | 50. Signature/Authentication and Title of Approving Official Patricia L. Watson Human Resources Officer | | | | | | | | | | | | | | | | | | | | | | | |
| 47. Agency Code EP00 | | | | 48. Personnel Office ID 3248 | | | | 49. Approval Date 02/11/2011 | | | | | | | | | | | | | | | | | | | | | | | | | | | |



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UNITED STATES OFFICE OF PERSONNEL MANAGEMENT
INVESTIGATIONS SERVICE
WASHINGTON, DC 20415

CERTIFICATION OF INVESTIGATION

DATE: 10/19/2010

SUBMITTING OFFICE: SON - EP00

SECURITY OFFICE: SOI - EP00

ENVIRONMENTAL PROTECTION AGENCY
1200 PENNSYLVANIA AVE, NW
MAIL CODE: 3206M
EPA EAST BLDG, RM B414
WASHINGTON, DC 20460

NAME: HENSON, TOMMY TUCKER II

SSN: [REDACTED] DOB: [REDACTED] POSITION: FEDERAL EMPLOYEE

CASE TYPE: MBI CLOSING DATE: 10/19/2010 OPM CASE #: 10G11091
EXTRA COVERAGE: 7 / ATTACHED INFORMATION, ISSUES/REQUEST BY AGENCY
POSITION CODE: /

SCHEDULED DATE: 05/06/2010

INVESTIGATION CONDUCTED FROM: SP 85P

THIS CERTIFIES THAT A BACKGROUND INVESTIGATION ON THE PERSON IDENTIFIED ABOVE
HAS BEEN COMPLETED. THE RESULTS OF THIS INVESTIGATION WERE SENT TO THE SECURITY
OFFICE FOR A SECURITY/SUITABILITY DETERMINATION.

AGENCY CERTIFICATION: THE RESULTS OF THIS INVESTIGATION HAVE BEEN REVIEWED, AND
A FINAL DETERMINATION HAS BEEN MADE.

AGENCY CERTIFYING OFFICIAL

DATE

2/10/11

FILE THIS CERTIFICATE ON THE PERMANENT SIDE OF THE PERSON'S OFFICIAL PERSONNEL
FOLDER AFTER THE FINAL AGENCY DETERMINATION IS MADE.



NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | | | |
|---|----------------------|---|------------------------|---|---------------------|---|-----------------------|-------------------------------|------------------------|--|---------------------|----------------------------------|--|-----------------------|--|
| 1. Name (Last, First, Middle) Henson II, Tommy Tucker | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 5/3/2010 | | | | | | | |
| FIRST ACTION | | | | SECOND ACTION | | | | | | | | | | | |
| 5-A. Code 881 | | 5-B. Nature of Action FEGLI Chg | | 6-A. Code | | 6-B. Nature of Action | | | | | | | | | |
| 5-C. Code DPM | | 5-D. Legal Authority 5 U.S.C., Chapter 87, Life Insurance. | | 6-C. Code | | 6-D. Legal Authority | | | | | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | 6-E. Code | | 6-F. Legal Authority | | | | | | | | | |
| 7. FROM: Position Title and Number General Attorney 002842 00030959 | | | | 15. TO: Position Title and Number General Attorney 002842 00030959 | | | | | | | | | | | |
| 8. Pay Plan GS | 9. Occ. Code 0905 | 10. Grade or Level 12 | 11. Step or Rate 01 | 12. Total Salary 72,733.00 | 13. Pay Basis PA | 16. Pay Plan GS | 17. Occ. Code 0905 | 18. Grade or Level 12 | 19. Step or Rate 01 | 20. Total Salary/Award 72,733.00 | 21. Pay Basis PA | | | | |
| 12A. Basic Pay 60,274.00 | | 12B. Locality Adj. 12,459.00 | | 12C. Adj. Basic Pay 72,733.00 | | 12D. Other Pay 0 | | 20A. Basic Pay 60,274.00 | | 20B. Locality Adj. 12,459.00 | | 20C. Adj. Basic Pay 72,733.00 | | 20D. Other Pay \$0 | |
| 14. Name and Location of Position's Organization DeptID: 0000003556 Org Cd: 90696200 Environmental Protection Agency Region 6 Dallas, Office Of Regional Counsel, Deputy Regnl Counsel For Enforcement, Water Enforcement Branch Dallas TX USA | | | | | | 22. Name and Location of Position's Organization DeptID: 0000003556 Org Cd: 90696200 Environmental Protection Agency Region 6 Dallas, Office Of Regional Counsel, Deputy Regnl Counsel For Enforcement, Water Enforcement Branch Dallas TX USA | | | | | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | | | | | |
| 23. Veterans Preference 1 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30% | | | | | | 24. Tenure 2 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite | | 25. Agency Use 8 | | 26. Veterans Preference for RIF YES X NO | | | | | |
| 27. FEGLI [REDACTED] | | | | | | 28. Annuitant Indicator 9 Not Applicable | | | | 29. Pay Rate Determinant 0 0 Regular Rate | | | | | |
| 30. Retirement Plan K FERS and FICA | | | | 31. Service Comp. Date (Leave) 4/25/2010 | | 32. Work Schedule F Full Time | | | | 33. Part-Time Hours Per 00 Biweekly Pay Period | | | | | |
| POSITION DATA | | | | | | | | | | | | | | | |
| 34. Position Occupied 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved | | | | 35. FLSA Category E E - Exempt N - Nonexempt | | 36. Appropriation Code | | | | 37. Bargaining Unit Status 0012 | | | | | |
| 38. Duty Station Code 48-1730-113 | | | | 39. Duty Station (City - County - State or Overseas Location) Dallas Dallas TX USA | | | | | | | | | | | |
| 40. Agency Data C60 | | 41. 04/25/2010 | | 42. | | 43. WDM | | 44. PAR Number: | | | | | | | |
| 45. Remarks Action at employee's request. [REDACTED] | | | | | | | | | | | | | | | |
| 46. Employing Department or Agency Environmental Protection Agency | | | | | | 50. Signature/Authentication and Title of Approving Official Watson, Patricia L. Acting, Human Resources Officer | | | | | | | | | |
| 47. Agency Code EP00 | | 48. Personnel Office ID 3248 | | 49. Approval Date 5/3/2010 | | | | | | | | | | | |



APPOINTMENT AFFIDAVITS

General Attorney

(Position to which Appointed)

04/26/2010

(Date Appointed)

US EPA

(Department or Agency)

Regional Counsel

(Bureau or Division)

Dallas, TX

(Place of Employment)

I, Tommy Tucker Hanson II, do solemnly swear (or affirm) that--

A. OATH OF OFFICE

I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office on which I am about to enter. So help me God.

B. AFFIDAVIT AS TO STRIKING AGAINST THE FEDERAL GOVERNMENT

I am not participating in any strike against the Government of the United States or any agency thereof, and I will not so participate while an employee of the Government of the United States or any agency thereof.

C. AFFIDAVIT AS TO THE PURCHASE AND SALE OF OFFICE

I have not, nor has anyone acting in my behalf, given, transferred, promised or paid any consideration for or in expectation or hope of receiving assistance in securing this appointment.



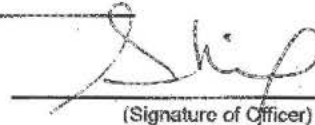
(Signature of Appointee)

Subscribed and sworn (or affirmed) before me this 26 day of April, 2010

at Dallas
(City)

Tx
(State)

(SEAL)



(Signature of Officer)

Commission expires _____

(If by a Notary Public, the date of his/her Commission should be shown)

Human Resources Spec
(Title)

Note - If the appointee objects to the form of the oath on religious grounds, certain modifications may be permitted pursuant to the Religious Freedom Restoration Act. Please contact your agency's legal counsel for advice.



PRE-APPOINTMENT CERTIFICATION STATEMENT FOR SELECTIVE SERVICE REGISTRATION

Important Notice: If you are a male born after December 31, 1959, and you want to be employed by the Federal Government, you must (subject to certain exemptions) be registered with the Selective Service System.

Privacy Act Statement: We need information on your registration with the Selective Service System to see whether you are affected by the laws we must follow in deciding who may be employed by the Federal Government.

Criminal Penalty Statement: A false statement by you may be grounds for not hiring you, or firing you after you begin work. Also, you may be punished, fined or imprisoned in accordance with U.S. Code, Title 18, Section 1001.

Review: If your employing agency has informed you that you cannot be appointed to a position in an executive agency because of your failure to register, and you wish to establish that your non-compliance with the law was neither knowing or willful, you may write to:

U.S. Office of Personnel Management
NACI Center
IOD-SAB
Boyers, Pennsylvania 16018

CERTIFICATION OF REGISTRATION STATUS

- ☒ I certify that I am registered with the Selective Service System.
- ☐ I certify that I am not required to be registered with the Selective Service System.



Legal Signature (Please Use Ink)

April 26, 2010
Date Signed



Declaration for Federal Employment

Form Approved
OMB No. 3205-0182

GENERAL INFORMATION

| | |
|--|---|
| 1. FULL NAME (First, middle, last) ♦ Tommy Tucker Henson II | 2. SOCIAL SECURITY NUMBER ♦ [REDACTED] |
| 3. PLACE OF BIRTH (Include city and state or country) ♦ [REDACTED] | 4. DATE OF BIRTH (MM/DD/YYYY) ♦ [REDACTED] |
| 5. OTHER NAMES EVER USED (For example, maiden name, nickname, etc) ♦ n/a ♦ | 6. PHONE NUMBERS (Include area codes) Day ♦ [REDACTED] Night ♦ [REDACTED] |

Selective Service Registration

If you are a male born after December 31, 1959, and are at least 18 years of age, civil service employment law (5 U.S.C. 3328) requires that you must register with the Selective Service System, unless you meet certain exemptions.

- 7a. Are you a male born after December 31, 1959? ☒ YES ☐ NO If "NO" skip 7b and 7c. If "YES" go to 7b.
7b. Have you registered with the Selective Service System? ☒ YES ☐ NO If "NO" go to 7c.
7c. If "NO," describe your reason(s) in item #16.

Military Service

8. Have you ever served in the United States military? ☐ YES Provide information below ☒ NO
If you answered "YES," list the branch, dates, and type of discharge for all active duty.
If your only active duty was training in the Reserves or National Guard, answer "NO."

| Branch | From MM/DD/YYYY | To MM/DD/YYYY | Type of Discharge |
|--------|--------------------|------------------|-------------------|
| | | | |
| | | | |
| | | | |

Background Information

For all questions, provide all additional requested information under item 16 or on attached sheets. The circumstances of each event you list will be considered. However, in most cases you can still be considered for Federal jobs.

For questions 9, 10, and 11, your answers should include convictions resulting from a plea of *nolo contendere* (no contest), but omit (1) traffic fines of \$300 or less, (2) any violation of law committed before your 16th birthday, (3) any violation of law committed before your 18th birthday if finally decided in juvenile court or under a Youth Offender law, (4) any conviction set aside under the Federal Youth Corrections Act or similar state law, and (5) any conviction for which the record was expunged under Federal or state law.

9. During the last 10 years, have you been convicted, been imprisoned, been on probation, or been on parole? (Includes felonies, firearms or explosives violations, misdemeanors, and all other offenses.) If "YES," use item 16 to provide the date, explanation of the violation, place of occurrence, and the name and address of the police department or court involved. YES ☐ NO ☒
10. Have you been convicted by a military court-martial in the past 10 years? (If no military service, answer "NO.") If "YES," use item 16 to provide the date, explanation of the violation, place of occurrence, and the name and address of the military authority or court involved. YES ☐ NO ☒
11. Are you now under charges for any violation of law? If "YES," use item 16 to provide the date, explanation of the violation, place of occurrence, and the name and address of the police department or court involved. YES ☐ NO ☒
12. During the last 5 years, have you been fired from any job for any reason, did you quit after being told that you would be fired, did you leave any job by mutual agreement because of specific problems, or were you debarred from Federal employment by the Office of Personnel Management or any other Federal agency? If "YES," use item 16 to provide the date, an explanation of the problem, reason for leaving, and the employer's name and address. YES ☐ NO ☒
13. Are you delinquent on any Federal debt? (Includes delinquencies arising from Federal taxes, loans, overpayment of benefits, and other debts to the U.S. Government, plus defaults of Federally guaranteed or insured loans such as student and home mortgage loans.) If "YES," use item 16 to provide the type, length, and amount of the delinquency or default, and steps that you are taking to correct the error or repay the debt. YES ☐ NO ☒

U.S. Office of Personnel Management

NSN 7540-01-368-7775

5 U.S.C. 1302, 3301, 3304, 3326 & 3716

Optional Form 305
Revised January 2001
Previous editions obsolete and unusable



Declaration for Federal Employment

Form Approved
OMB No. 3206-0182

Additional Questions

14. Do any of your relatives work for the agency or government organization to which you are submitting this form? (Include: father, mother, husband, wife, son, daughter, brother, sister, uncle, aunt, first cousin, nephew, niece, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half brother, and half sister.) If "YES," use item 16 to provide the relative's name, relationship, and the department, agency, or branch of the Armed Forces for which your relative works.

YES ☐ NO ☒

15. Do you receive, or have you ever applied for, retirement pay, pension, or other retired pay based on military, Federal civilian, or District of Columbia Government service?

YES ☐ NO ☒

Continuation Space / Agency Optional Questions

16. Provide details requested in items 7 through 15 and 18c in the space below or on attached sheets. Be sure to identify attached sheets with your name, Social Security Number, and item number, and to include ZIP Codes in all addresses. If any questions are printed below, please answer as instructed (these questions are specific to your position and your agency is authorized to ask them).

Certifications / Additional Questions

APPLICANT: If you are applying for a position and have not yet been selected, carefully review your answers on this form and any attached sheets. When this form and all attached materials are accurate, read item 17, and complete 17a.

APPOINTEE: If you are being appointed, carefully review your answers on this form and any attached sheets, including any other application materials that your agency has attached to this form. If any information requires correction to be accurate as of the date you are signing, make changes on this form or the attachments and/or provide updated information on additional sheets, initialing and dating all changes and additions. When this form and all attached materials are accurate, read item 17, complete 17b, read 18, and answer 18a, 18b, and 18c as appropriate.

17. I certify that, to the best of my knowledge and belief, all of the information on and attached to this Declaration for Federal Employment, including any attached application materials, is true, correct, complete, and made in good faith. I understand that a false or fraudulent answer to any question or item on any part of this declaration or its attachments may be grounds for not hiring me, or for firing me after I begin work, and may be punishable by fine or imprisonment. I understand that any information I give may be investigated for purposes of determining eligibility for Federal employment as allowed by law or Presidential order. I consent to the release of information about my ability and fitness for Federal employment by employers, schools, law enforcement agencies, and other individuals and organizations to investigators, personnel specialists, and other authorized employees or representatives of the Federal Government. I understand that for financial or lending institutions, medical institutions, hospitals, health care professionals, and some other sources of information, a separate specific release may be needed, and I may be contacted for such a release at a later date.

17a. Applicant's Signature: _____ Date: _____

(Sign in ink)

17b. Appointee's Signature: _____ Date: 4/3/10 ?

(Sign in ink)

| |
|---|
| Appointing Officer: Enter Date of Appointment or Conversion MM/DD/YYYY 04/25/2010 |
|---|

18. Appointee (Only respond if you have been employed by the Federal Government before): Your elections of life insurance during previous Federal employment may affect your eligibility for life insurance during your new appointment. These questions are asked to help your personnel office make a correct determination.

18a. When did you leave your last Federal job? DATE: MM/DD/YYYY

18b. When you worked for the Federal Government the last time, did you waive Basic Life Insurance or any type of optional life insurance?

YES ☐ NO ☐ Do Not Know ☐

18c. If you answered "YES" to item 18b, did you later cancel the waiver(s)? If your answer to item 18c is "NO," use item 16 to identify the type(s) of insurance for which waivers were not canceled.

YES ☐ NO ☐ Do Not Know ☐



Risk Designation: Unnamed SF 52 Number FY10-34

Personnel Security

to:

Robert Dakin

01/06/2010 02:39 PM

Cc:

Regina Edwards-Washington, Suzanne Murray, SSC_CI_PSB

Show Details

Risk Designation: Unnamed SF 52 Number FY10-34

06-Jan-2010

Dear Robert Dakin,

The Personnel Security Branch (PSB) has designated the position on unnamed SF 52 number FY10-34 as Moderate Risk. The SF 52 was received by PSB on 04-Jan-2010 and processed on 06-Jan-2010.

The position requires an MBI - Minimum Background Investigation at a cost of \$591.

If you have questions, please contact the PSB office at 202-564-7912.

Sincerely,


Jon Ross, Acting Chief
Personnel Security Branch



NOTIFICATION OF PERSONNEL ACTION


| | | | | | | | | | | | | | | | |
|---|--------------|---|------------------|---|---------------|---|---------------|--------------------------------|------------------|---------------------------------|---------------|---------------------|--|----------------|--|
| 1. Name (Last, First, Middle) Henson II, Tommy Tucker | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 4/25/2010 | | | | | | | |
| FIRST ACTION | | | | SECOND ACTION | | | | | | | | | | | |
| 5-A. Code 170 | | 5-B. Nature of Action Exc Appt | | 6-A. Code | | 6-B. Nature of Action | | | | | | | | | |
| 5-C. Code WDM | | 5-D. Legal Authority SCH A, 213.3102(d).Attorneys. | | 6-C. Code | | 6-D. Legal Authority | | | | | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | 6-E. Code | | 6-F. Legal Authority | | | | | | | | | |
| 7. FROM: Position Title and Number | | | | 15. TO: Position Title and Number General Attorney 002842 00030959 | | | | | | | | | | | |
| 8. Pay Plan | 9. Occ. Code | 10. Grade or Level | 11. Step or Rate | 12. Total Salary | 13. Pay Basis | 16. Pay Plan | 17. Occ. Code | 18. Grade or Level | 19. Step or Rate | 20. Total Salary/Award | 21. Pay Basis | | | | |
| | | | | | | GS | 0905 | 12 | 01 | 72,733.00 | PA | | | | |
| 12A. Basic Pay | | 12B. Locality Adj. | | 12C. Adj. Basic Pay | | 12D. Other Pay | | 20A. Basic Pay | | 20B. Locality Adj. | | 20C. Adj. Basic Pay | | 20D. Other Pay | |
| | | | | | | | | 60,274.00 | | 12,459.00 | | 72,733.00 | | \$0 | |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization DeptID: 0000003556 Org Cd: 90696200 Environmental Protection Agency Region 6 Dallas, Office Of Regional Counsel, Deputy Regnl Counsel For Enforcement, Water Enforcement Branch Dallas TX USA | | | | | | | | | |
| EMPLOYEE DATA | | | | | | | | | | | | | | | |
| 23. Veterans Preference | | | | | | 24. Tenure | | 25. Agency Use | | 26. Veterans Preference for RIF | | | | | |
| 1 - None 2 - 5-Point 3 - 10-Point/Disability 4 - 10-Point/Compensable 5 - 10-Point/Other 6 - 10-Point/Compensable/30% | | | | | | 0 - None 1 - Permanent 2 - Conditional 3 - Indefinite | | 8 | | YES X NO | | | | | |
| 27. FEGLI | | | | | | 28. Annuitant Indicator | | | | 29. Pay Rate Determinant | | | | | |
| [REDACTED] | | | | | | 9 Not Applicable | | | | 0 0 Regular Rate | | | | | |
| 30. Retirement Plan | | | | 31. Service Comp. Date (Leave) | | 32. Work Schedule | | | | 33. Part-Time Hours Per | | | | | |
| K FERS and FICA | | | | 4/25/2010 | | F Full Time | | | | 00 Biweekly Pay Period | | | | | |
| POSITION DATA | | | | | | | | | | | | | | | |
| 34. Position Occupied | | | | 35. FLSA Category | | 36. Appropriation Code | | | | 37. Bargaining Unit Status | | | | | |
| 2 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career Reserved | | | | E E - Exempt N - Nonexempt | | | | | | 0012 | | | | | |
| 38. Duty Station Code 48-1730-113 | | | | 39. Duty Station (City - County - State or Overseas Location) Dallas Dallas TX USA | | | | | | | | | | | |
| 40. Agency Data C60 | | 41. 04/25/2010 | | 42. | | 43. WDM | | 44. PAR Number:R6FY10-34 | | | | | | | |
| 45. Remarks Appointment is subject to completion of one year trial period beginning 04-25-10. Full performance level of employee's position is GS-12. Appointment affidavit executed 04-26-10. Frozen service: None. Creditable military service: None. Previous retirement coverage: Never covered. Employee is automatically covered under FERS. Service counting toward career tenure from 04-25-10. | | | | | | | | | | | | | | | |
| 46. Employing Department or Agency Environmental Protection Agency | | | | | | 50. Signature/Authentication and Title of Approving Official Watson, Patricia L. Acting, Human Resources Officer | | | | | | | | | |
| 47. Agency Code EP00 | | 48. Personnel Office ID 3248 | | 49. Approval Date 4/9/2010 | | | | | | | | | | | |





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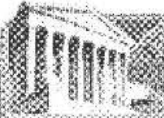


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First Name

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Detailed Result

Tommy Tucker 'Tucker' Henson II

Bar Card Number*: 24065401



Work Address 12100 Park 35 Cir. Bldg. A, MC 175
Austin, TX 78753

Work Phone Number (512) 239-3400

Primary Practice Location Austin, Texas

Current Member Status

Eligible To Practice In Texas

License Information

State Bar Card Number*: 24065401

Texas Licensed*: 11/07/2008

Practice Information

Firm: TCEQ

Firm Size: None Specified

Occupation: Government Lawyer

Primary Practice Environmental



Last Name

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More than
Four Million
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Texas Cases...

Areas:**Services Provided:**

Are language translation services available?

Not
Specified

Are hearing impaired translation services available?

Not
Specified

Are ADA accessible client services available?

Not
Specified

Assistance available in languages:

No information reported by attorney

Courts of Admittance:**Federal Courts of Admittance:**

No Federal Courts reported by attorney

Other Courts of Admittance:

No information reported by attorney

Other States Where authorized to practice:

No Other States reported by attorney

Education and Certification History**Law Schools:**

| Law School | Graduation Date | Degree Earned |
|---|-----------------|---|
| Lewis And Clark College - Northwestern School of Law | | |
| Lewis And Clark College - Northwestern School of Law | 05/2008 | Doctor of Jurisprudence/Juris Doctor (J.D.) |

Texas Board of Legal Specialization Certifications:

No profile data on file for Texas Board of Legal Specialization
Certification

Public Disciplinary History**Public Disciplinary History - Texas*:**

*NOTE: Only Texas disciplinary sanctions within the past 10 years are displayed. For sanction information beyond 10 years, information about a specific disciplinary sanction listed above or to request a copy of a disciplinary judgement, please contact the Office of the Chief Disciplinary Counsel at (877) 853-5535. There is a \$15.00 fee for each disciplinary judgment copied.

Public Disciplinary History - Other:

No information reported by attorney

Statutory Profile Last Certified On:

03/18/2010

For information about a specific disciplinary sanction listed above, please call (877)963-5635.

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STATEMENT OF PRIOR FEDERAL SERVICE To be Completed by Employee

1. Name (Last, First, Middle Initial)

Henson, Tommy Tucker

2. Social Security Number

3. Date of Birth (Month, Day, Year)

4. Does the application or resume that you submitted, for the position to which you are being appointed, list all of your Federal government civilian and uniformed service, including beginning and ending dates, as well as the type of appointment and work schedule for civilian service?

☒ Yes — If "Yes", check this block and skip to Item 8. ☐ No — If "No", check this block and complete Items 5 - 9.

5. List below your prior civilian service. Include service with the DC Government on appointments made before October 1, 1987.

| NAME AND LOCATION OF AGENCY | FROM | | | TO | | | TYPE OF APPOINTMENT AND WORK SCHEDULE (Full-Time, Part-Time, or Intermittent) |
|-----------------------------|------|-------|-----|------|-------|-----|---|
| | Year | Month | Day | Year | Month | Day | |
| | | | | | | | |

6. During periods of employment shown in Item 5, did you have a total of more than 6 months' absence without pay during any one calendar year?

☒ Yes — If "Yes", list the following information. ☐ No — If "No", go to Item 7.

| TYPE OF ABSENCE, IF KNOWN (LWOP, Furlough, Suspension, AWOL, or Placement in Nonpay Status) | FROM | | | TO | | | TOTAL | | |
|---|------|-------|-----|------|-------|-----|-------|--------|------|
| | Year | Month | Day | Year | Month | Day | YEARS | MONTHS | DAYS |
| | | | | | | | | | |

7. List all uniformed service below. List active service in any branch of the Armed Forces of the United States, including active duty as a reservist, and active service in the commissioned corps of the Public Health Service or the National Oceanic and Atmospheric Administration.

| BRANCH OF SERVICE | FROM | | | TO | | | DISCHARGE (Honorable or Dishonorable) |
|-------------------|------|-------|-----|------|-------|-----|--|
| | Year | Month | Day | Year | Month | Day | |
| | | | | | | | |

8. Do you claim any type of veterans' preference which has not been verified?

☒ No ☐ Yes — Check one of the statements, if it applies to you. I claim preference as the:
☐ Spouse of a disabled veteran ☐ Mother of a deceased or disabled veteran ☐ Unmarried widow/widower of a veteran

9. **CERTIFICATION:** The prior Federal civilian and uniformed service listed on my application/resume and listed above constitutes my entire record of Federal employment. I have no other Federal service for which I want to claim credit.

Signature



Date

04/25/2010



NOTIFICATION OF PERSONNEL ACTION

| | | | | | | | | | | | | | | |
|---|--|--|------------------------------|--|--|------------------------------------|--|--|--|---|---|--|--|--|
| 1. Name (Last, First, Middle) Henson II, Tommy Tucker | | | | | 2. Social Security Number [REDACTED] | | 3. Date of Birth [REDACTED] | | 4. Effective Date 04/25/2010 | | | | | |
| FIRST ACTION | | | | | SECOND ACTION | | | | | | | | | |
| 5-A. Code 002 | | 5-B. Nature of Action Correction | | | 6-A. Code 170 | | 6-B. Nature of Action Exc Appt | | | | | | | |
| 5-C. Code | | 5-D. Legal Authority | | | 6-C. Code WDM | | 6-D. Legal Authority SCH A, 213.3102(d).Attorneys. | | | | | | | |
| 5-E. Code | | 5-F. Legal Authority | | | 6-E. Code | | 6-F. Legal Authority | | | | | | | |
| 7. FROM: Position Title and Number | | | | | 15. TO: Position Title and Number General Attorney 002842 00030959 | | | | | | | | | |
| 8. Pay Plan GS | | 9. Occ. Code 0905 | 10. Grade/Level 12 | 11. Step/Rate 01 | 12. Total Salary/Award 72,733.00 | 13. Pay Basis PA | 16. Pay Plan GS | | 17. Occ. Code 0905 | 18. Grade/Level 12 | 19. Step/Rate 01 | 20. Total Salary/Award 72,733.00 | 21. Pay Basis PA | |
| 12A. Basic Pay | | 12B. Locality Adj. | 12C. Adj. Basic Pay | | 12D. Other Pay | 20A. Basic Pay 60,274.00 | | 20B. Locality Adj. 12,459.00 | | 20C. Adj. Basic Pay 72,733.00 | | 20D. Other Pay \$0 | | |
| 14. Name and Location of Position's Organization | | | | | 22. Name and Location of Position's Organization DeptID: 0000003556 Org Cd: 90696200 Environmental Protection Agency Region 6 Dallas, Office Of Regional Counsel, Deputy Regnl Counsel For Enforcement, Water Enforcement Branch Dallas TX USA | | | | | | | | | |
| EMPLOYEE DATA | | | | | 23. Veterans Preference | | | | 24. Tenure | | 25. Agency Use | | 26. Veterans Preference for RIF | |
| 1 - None 2 - 5-Point 3 - 10-Point/Disability 4 - 10-Point/Compensable 5 - 10-Point/Other 6 - 10-Point/Compensable/30% | | | | | 1 [REDACTED] | | 2 [REDACTED] | | 0 - None 1 - Permanent 2 - Conditional 3 - Indefinite | | 8 | | YES X NO | |
| 30. Retirement Plan K FERS and FICA | | | | | 31. Service Comp. Date (Leave) 04/25/2010 | | 32. Work Schedule F Full Time | | 28. Annuitant Indicator 9 Not Applicable | | 29. Pay Rate Determinant 0 0 Regular Rate | | 33. Part-Time Hours Per Biweekly Pay Period 00 | |
| POSITION DATA | | | | | 34. Position Occupied | | 35. FLSA Category E E - Exempt N - Nonexempt | | 36. Appropriation Code | | 37. Bargaining Unit Status 0012 | | | |
| 38. Duty Station Code 48-1730-113 | | | | | 39. Duty Station (City - County - State or Overseas Location) Dallas Dallas TX USA | | | | | | | | | |
| 40. Agency Data C60 | | 41. 04/25/2010 | | 42. | | 43. WDM | | 44. PAR Number: | | | | | | |
| 45. Remarks Corrects item 45 to read: Full performance of employee's position is GS-14. Appointment is subject to completion of one year trial period beginning 04-25-10. Appointment affidavit executed 04-26-10. Frozen service: none. Creditable military service: none. Previous retirement coverage: never covered. Employee is automatically covered under FERS. Service counting toward career tenure from 04-25-10. | | | | | | | | | | | | | | |
| 46. Employing Department or Agency Environmental Protection Agency | | | | | 50. Signature/Authentication and Title of Approving Official Patricia L. Watson Human Resources Officer | | | | | | | | | |
| 47. Agency Code EP00 | | 48. Personnel Office ID 3248 | | 49. Approval Date 04/09/2010 | | | | | | | | | | |



Folder Side: Temporary
Name: TOMMY HENSON
Account Number: 42278



REQUEST FOR PERSONNEL ACTION

PART A - Requesting Office (Also complete Part B, Items 1, 7-22, 32, 33, 36, and 39.)

| | |
|---|--|
| 1. Actions Requested | 2. Request Number |
| 3. For Additional Information Call (Name and Telephone Number) | 4. Proposed Effective Date |
| 5. Action Requested By (Typed Name, Title, Signature, and Request Date) | 6. Action Authorized by (Typed Name, Title, Signature, and Concurrence Date) |

PART B - For Preparation of SF 50 (Use only codes in FPM Supplement 292-1. Show all dates in month-day-year order.)

| | | | |
|---|---------------------------|------------------|---------------------------------|
| 1. Name (Last, First, Middle) Henson II, Tommy Tucker EmplID: 00030776 | 2. Social Security Number | 3. Date of Birth | 4. Effective Date 04/25/2013 |
|---|---------------------------|------------------|---------------------------------|

FIRST ACTION

| | |
|------------------|--|
| 5-A. Code 880 | 5-B. Nature of Action Chg in Tenure Group |
| 5-C. Code PKM | 5-D. Legal Authority Reg. 351.502 |
| 5-E. Code | 5-F. Legal Authority |

SECOND ACTION

| | |
|-----------|-----------------------|
| 6-A. Code | 6-B. Nature of Action |
| 6-C. Code | 6-D. Legal Authority |
| 6-E. Code | 6-F. Legal Authority |

| | | | | | | | | | | | | | | | | | | | |
|--|--------------------|---------------------|------------------|------------------|--------------------|--|----------------|--------------------|------------------|-----------------------------------|---------------|--|--|--|--|--|--|--|--|
| 7. FROM: Position Title and Number | | | | | | | | | | 15. TO: Position Title and Number | | | | | | | | | |
| 8. Pay Plan | 9. Occ. Code | 10. Grade or Level | 11. Step or Rate | 12. Total Salary | 13. Pay Basis | 16. Pay Plan | 17. Occ. Code | 18. Grade or Level | 19. Step or Rate | 20. Total Salary/Award | 21. Pay Basis | | | | | | | | |
| 12A. Basic Pay | 12B. Locality Adj. | 12C. Adj. Basic Pay | 12D. Other Pay | 20A. Basic Pay | 20B. Locality Adj. | 20C. Adj. Basic Pay | 20D. Other Pay | | | | | | | | | | | | |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization | | | | | | | | | | | | | |

EMPLOYEE DATA

| | | | |
|---|--|--------------------------|---|
| 23. Veterans Preference 1 - None 2 - 5-Point 3 - 10-Point/Disability 4 - 10-Point/Compensable 5 - 10-Point/Other 6 - 10-Point/Compensable/30% | 24. Tenure 0 - None 1 - Permanent 2 - Conditional 3 - Indefinite | 25. Agency Use | 26. Veterans Pref for RIF YES NO |
| 27. FEGLI | 28. Annuitant Indicator | 29. Pay Rate Determinant | |
| 30. Retirement Plan | 31. Service Comp. Date (Leave) | 32. Work Schedule | 33. Part-Time Hours Per Biweekly Pay Period |

POSITION DATA

| | | | |
|---|---|------------------------|----------------------------|
| 34. Position Occupied 1 - Competitive Service 2 - Excepted Service 3 - SES General 4 - SES Career | 35. FLSA Category E - Exempt N - Nonexempt | 36. Appropriation Code | 37. Bargaining Unit Status |
| 38. Duty Station Code | 39. Duty Station (City - County - State or Overseas Location) | | |

| | | | | | | |
|-----------------------|--------------------------|-------------------------|----------------------|--------------------------------------|---------------------|------------------------|
| 40. Agency Data | 41. | 42. | 43. | 44. | | |
| 45. Educational Level | 46. Year Degree Attained | 47. Academic Discipline | 48. Functional Class | 49. Citizenship 1 - USA 8 - Other | 50. Veterans Status | 51. Supervisory Status |

PART C - Reviews and Approvals (Not to be used by requesting office.)

| 1. Office/Function | Initials/Signature | Date | Office/Function | Initials/Signature | Date |
|--------------------|--------------------|------|-----------------|--------------------|------------|
| A. | | | D. | 8y | 01/23/2014 |
| B. | | | E. | | |
| C. | | | F. | | |

2. Approval: I certify that the information entered on this form is accurate and that the proposed action is in compliance with statutory and regulatory requirements.

Signature

Approval Date



PART D - Remarks by Requesting Office

(Note to Supervisors: Do you know of additional or conflicting reasons for the employee's resignation/retirement?
If "YES", please state these facts on a separate sheet and attach to SF 52.)

☐ YES ☐ NO

PART E - Employee Resignation/Retirement

Privacy Act Statement

You are requested to furnish a specific reason for your resignation or retirement and a forwarding address. Your reason may be considered in any future decision regarding your re-employment in the Federal service and may also be used to determine your eligibility for unemployment compensation benefits. Your forwarding address will be used primarily to mail you copies of any documents you should have or any pay or compensation to which you are entitled.

This information is requested under authority of sections 301, 3301, and 8506 of title 5, U.S. Code. Sections 301 and 3301 authorize OPM

and agencies to issue regulations with regard to employment of individuals in the Federal service and their records, while section 8506 requires agencies to furnish the specific reason for termination of Federal service to the Secretary of Labor or a State agency in connection with administration of unemployment compensation programs.

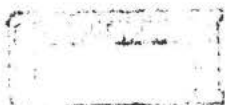
The furnishing of this information is voluntary; however, failure to provide it may result in your not receiving: (1) your copies of those documents you should have; (2) pay or other compensation due you; and (3) any unemployment compensation benefits to which you may be entitled.

1. Reasons for Resignation/Retirement (NOTE: Your reasons are used in determining possible unemployment benefits. Please be specific and avoid generalizations. Your resignation/retirement is effective at the end of the day - midnight - unless you specify otherwise.)

| | | | |
|-------------------|-------------------|----------------|---|
| 2. Effective Date | 3. Your Signature | 4. Date Signed | 5. Forwarding Address (Number, Street, City, State, ZIP Code) |
|-------------------|-------------------|----------------|---|

PART F - Remarks for SF 50

T29 - Completed service requirement for career tenure from 04/25/2010 to 04/24/2013.



REQUEST FOR PERSONNEL ACTION

PART A - Requesting Office (Also complete Part B, Items 1, 7-22, 32, 33, 36 and 39)

| | |
|--|---|
| 1. Action Requested Promotion | 2. Request Number FY12-257 |
| 3. For Additional Information Call (Name and Telephone Number) Regina Edwards-Washington | 4. Proposed Effective Date 04-24-12 04/22/12 |
| 5. Action Requested By (Typed Name, Title, Signature, and Request Date) Scott McDonald, Water Enforcement Branch Chief | 6. Action Authorized By (Typed Name, title, signature, and Concurrence Date) Suzanne Murray, Regional Counsel |

PART B - For Preparation of SF 50 (Use only codes in FPM Supplement 292-1. Show all dates in month-day-year order.)

| | | | |
|---|--|------------------|-------------------------------------|
| 1. Name (Last, First, Middle) Henson, II Tommy T. | 2. Social Security Number 00030776 | 3. Date of Birth | 4. Effective Date 4/22/12 |
|---|--|------------------|-------------------------------------|

| FIRST ACTION | | SECOND ACTION | |
|-------------------------|--|---------------|-----------------------|
| 5-A. Code 702 | 5-B. Nature of Action Promotion | 6-A. Code | 6-B. Nature of Action |
| 5-C. Code WDM | 5-D. Legal Authority Sch A 213.3102(d) | 6-C. Code | 6-D. Legal Authority |
| 5-E. Code | 5-F. Legal Authority | 6-E. Code | 6-F. Legal Authority |

| | |
|---|--|
| 7. FROM: Position Title and Number General Attorney | 15. TO: Position Title and Number General Attorney |
|---|--|

| 9. Pay Plan | 9. Occ Code | 10. Grade or Level | 11. Step or Rate | 12. Total Salary | 13. Pay Basis |
|-------------|-------------|--------------------|------------------|------------------|---------------|
| GS | 0905 | 13 | 02 | 89,372 | PA |

| 12A. Basic Pay | 12B. Locality Adj. | 12C. Other Pay | 12D. Other Pay |
|----------------|--------------------|----------------|----------------|
| 14,016.3 | 15,309 | 89,372 | 0 |

| | |
|---|---|
| 14. Name and Location of Position's Organization 90696200 U. S. EPA, Region 6 Office of Regional Counsel Water Enforcement Branch (6RC-EW) Dallas, TX 75202 | 22. Name and Location of Position's Organization 90696200 U. S. EPA, Region 6 Office of Regional Counsel Water Enforcement Branch (6RC-EW) Dallas, TX 75202 |
|---|---|

EMPLOYEE DATA

| | | | |
|--|--|--------------------------|---|
| 3. Veterans Preference 1 - None 2 - 5-Point 3 - 10-Point/Disability 4 - 10-Point/Compensable 5 - 10-Point/Other 6 - 10-Point/Compensable/30% | 24. Tenure 0 - None 1 - Permanent 2 - Conditional 3 - Indefinite | 25. Agency Use | 26. Veterans Preference for RIF <input type="checkbox"/> YES <input type="checkbox"/> NO |
| 7. FEGLI | 28. Annuitant Indicator | 29. Pay Rate Determinant | |
| 0. Retirement Plan | 31. Service Comp. Date (Leave) | 32. Work Schedule | 33. Part-Time Hours Per Biweekly Pay Period |

POSITION DATA

| | | | |
|---|--|--|----------------------------|
| 4. Position Occupied 1 - Competitive Service 2 - Excepted Service 3 - SES General 4 - SES Career Reserved | 35. FLSA Category E - Exempt N - Nonexempt | 36. Appropriation Code no change | 37. Bargaining Unit Status |
| 8. Duty Station Code | 39. Duty Station (City - County - State or Overseas Location) Dallas, TX | | |

| | | | | |
|----------------------|-------------------------|-------------------------|------------------------|----------------------------------|
| 0. AGENCY DATA | 41. | 42. | 43. | 44. |
| 5. EDUCATIONAL LEVEL | 46. YR. DEGREE ATTAINED | 47. Academic Discipline | 48. FUNCTIONAL CLASS | 49. CITIZENSHIP 1-USA 8-OTHER |
| | | 50. Vietnam Era Vet | 51. SUPERVISORY STATUS | |

PART C - Reviews and Approvals (Not to be used by requesting office.)

| 1. Office/Function | Initials/Signature | Date | Office/Function | Initials/Signature | Date |
|--------------------|-----------------------------|---------|-----------------|--------------------|----------|
| 1. 5ZXQRD | <i>Regina E. Washington</i> | 2/8/12 | D. | <i>HL</i> | 02/15/12 |
| 2. | <i>Heath G...</i> | 2-13-12 | E. | | |
| 3. | | | F. | | |

| | | |
|---|------------------------------|---------------------------------|
| Approval: I certify that the information entered on this form is accurate and that the proposed action is in compliance with statutory and regulatory requirements. | Signature <i>Pat Mout</i> | Approval Date <i>4/17/12</i> |
|---|------------------------------|---------------------------------|



PART D - Remarks by Requesting Office

(Note to Supervisors: Do you know of additional or conflicting reasons for the employee's resignation/retirement?
If "YES", please state these facts on a separate sheet and attach to SF 52.)

☐ YES ☐ NO

12BV5800296

PART E - Employee Resignation/Retirement**Privacy Act Statement**

You are requested to furnish a specific reason for your resignation or retirement and a forwarding address. Your reason may be considered in any future decision regarding your re-employment in the Federal service and may also be used to determine your eligibility for unemployment compensation benefits. Your forwarding address will be used primarily to mail you copies of any documents you should have or any pay or compensation to which you are entitled.

tions with regard to employment of individuals in the Federal service and their records, while section 8506 requires agencies to furnish the specific reason for termination of Federal Service to the Secretary of Labor or a State agency in connection with administration of unemployment compensation programs.

The furnishing of this information is voluntary; however, failure to provide it may result in your not receiving: (1) your copies of those documents you should have; (2) pay or other compensation due you; and (3) any unemployment compensation benefits to which you may be entitled.

This information is requested under authority of sections 301, 3301, and 8506 of title 5, U.S. Code. Sections 301 and 3301 authorize OPM and agencies to issue regula-

1. Reasons for Resignation/Retirement (NOTE: Your reasons are used in determining possible unemployment benefits. Please be specific and avoid generalizations.
Your resignation/retirement is effective at the end of the day - midnight - unless you specify otherwise.)

| | | | |
|-------------------|-------------------|----------------|---|
| 2. Effective Date | 3. Your Signature | 3. Date Signed | 4. Forwarding Address (Number, Street, City, State, ZIP Code) |
|-------------------|-------------------|----------------|---|

PART F - Remarks for SF 50

PO2 - Pay rate fixed to include rate increase due on same date
Y85 - Promotion in accordance with career-ladder progression
K18 - Position is at full performance level.



00030959

| | | |
|---|--------------------------------|--------------------|
| United States Environmental Protection Agency POSITION DESCRIPTION COVERSHEET | 1. DUTY LOCATION Dallas, TX | 2. POSITION NUMBER |
|---|--------------------------------|--------------------|

3. CLASSIFICATION ACTION: a. Reference of Series and Date of Standards Used to Classify this Position

| | | | | | |
|---|------------------|--|-----------|----------|--------|
| | b. Title | c. Pay Plan | d. Series | e. Grade | f. CLC |
| Official Allocation | | | | | |
| 4. Supervisor's Recommendation | GENERAL ATTORNEY | GS | 0905 | 14 | |
| 5. ORGANIZATIONAL TITLE OF POSITION (if any) | | 6. NAME OF EMPLOYEE | | | |
| | | Tommy T. Henson, II | | | |
| 7. ORGANIZATION (Give complete organizational breakdown) | | c. | | | |
| a. U.S. ENVIRONMENTAL PROTECTION AGENCY | | f. | | | |
| b. Region 6, Dallas | | g. | | | |
| c. Office of Regional Counsel | | h. Employing Office Location: Dallas, TX | | | |
| d. Criminal Enforcement Legal Team (6RC-EG)- Water Branch 6RC-EW | | i. Organization Code: 90696100 90696200 | | | |

8. SUPERVISORY STATUS

- ☐ [2] Supervisor or Manager. Position requires the exercise of supervisory or managerial responsibilities that meet, at least, the minimum requirements for application of the General Schedule Supervisory Guide (GSSG) or similar standards for minimum supervisory responsibility specified in other position classification standards.
- ☐ [4] Supervisor. Position meets the definition of Supervisor in 5.U.S.C. 7103(a)(10), but does not meet the minimum requirements for application of the GSSG.
- ☐ [5] Management Official. Position meets the definition of Management Official in 5.U.S.C. 7103(a)(11), but does not meet the GSSG definition of Supervisor/Manager or the definition of Supervisor in 5.U.S.C. 7103(a)(10).
- ☐ [6] Lead Position leads a team performing one-grade interval work and meets the minimum requirements for application of Part I of the Work Leader Grade Evaluation Guide (WLGE) or is under a wage system and meets similar minimum requirements as specified by those job standards or other directives of the applicable pay system.
- ☐ [7] Team Leader. Position leads a team performing two-grade interval work and meets the minimum requirements for application of Part II of the WLGE.
- ☐ [8] All Other Positions. Position does not meet any of the above definitions. This is a non-supervisor/non-managerial position.

9. SUPERVISORY CERTIFICATION I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships and that the position is necessary to carry out governmental functions for which I am responsible. The certification is made with the knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds, and that false or misleading statements may constitute violations of such statutes or their implementing regulations.

| | | | |
|---|---------|--|---------|
| a. Typed Name and Title of Immediate Supervisor Cheryl Seager, Deputy Regional Counsel for Enforcement | | d. Typed Name and Title of Second-Level Supervisor Suzanne Murray, Regional Counsel | |
| b. Signature | c. Date | e. Signature | f. Date |
| | 12-5-11 | | 12-5-11 |

10. OFFICIAL CLASSIFICATION CERTIFICATION: I certify that this position has been classified/graded as required by Title 5, U.S. Code, in conformance with standards published by the U.S. Office of Personnel Management or, if no published standards apply directly, consistently with the most applicable published standards.

| | | | | | | | |
|---|--|---|--|---|--|---|-----------------------------------|
| a. Promotion Potential This position has no promotion potential x. If position develops as planned and employee progresses satisfactorily, this position has known promotion potential to grade: 14 | | b. PSB Risk Designation <input type="checkbox"/> 01 Low <input type="checkbox"/> 02 Moderate <input type="checkbox"/> 03 High Security Clearance Required: <input type="checkbox"/> Yes <input type="checkbox"/> No | | c. Financial Disclosure Form <input type="checkbox"/> OGE-450 Required <input type="checkbox"/> OGE-278 Required <input type="checkbox"/> No financial disclosure forms required | d. "Identical, Additional" (IA) Allocation This position <input type="checkbox"/> may be IA'ed <input type="checkbox"/> may not be IA'ed <input type="checkbox"/> is limited to current incumbent | e. FLSA Determination <input type="checkbox"/> NONEXEMPT <input checked="" type="checkbox"/> EXEMPT* (*check exemption category) <input type="checkbox"/> Administrative <input type="checkbox"/> Professional <input type="checkbox"/> Executive | f. Functional Classification Code |
| g. Bargaining Unit Code 0012 | h. Check, if applicable: <input type="checkbox"/> Medical Monitoring Required <input type="checkbox"/> Extramural Resources Management Duties (___ % of time) <input type="checkbox"/> This position is subject to random drug testing () | i. Classifier's Signature Lawrence E. Starfield, PDAA OECA | | j. Date 12/22/11 | | | |

11. REMARKS

NO EXTRAMURAL SUBMITTED



GS-905-14
Senior General Attorney

I. Introduction

Individuals occupying this position serve as the senior principal attorney and counselor having an extensive and in depth knowledge for the Agency on state delegations and authorization issues, grants, FOIAs, contract issues, permit appeals, defensive litigation, base closure issues and other general law matters.

These individual will be the senior attorneys advising and providing legal support for the Regional Counsel, and high level environmental programs managers in the Region, mainly in nonenforcement areas. They will serve as regional legal experts on these issues to senior managers in H.Q., other Regional Counsels offices, Regional Program Divisions, and state and local environmental agencies.

In addition, these senior attorneys are responsible for representing the Agency in administrative and civil judicial enforcement cases related to Wetlands, FIFRA, EPCRA and UST.

II. Major Duties

1. Advisory and Counselling Duties.

At this level, the individual is responsible for identifying all of the often highly complex and precedential technical and legal issues related to almost all of the environmental statutes and regulations in order to support the Regional implementation of environmental programs. The principal duties assigned to these attorneys requires an extensive knowledge of the legal, technical and political aspects of the various permitting programs administered by EPA. This includes permit appeals, hearings, and general counselling support involving issues of law, questions of fact, EPA policy and guidance. Extensive legal research and analysis are often demanded in the cases and issues assigned. Matters assigned may have substantial national precedential effect and significant impact on Regional and national policies and law. Hardles matters that may have a the effect of substantially broadening or restricting the Agency's activities and have an important impact on regulated industries and the public.

- a. Individual drafts and finalizes major legal correspondence, legal memoranda and legal documents for filing in administrative and/or judicial actions.
- b. Individual conducts extensive and in depth research of laws, legal opinions, and precedent cases of very complex and



difficult legal issues which present unprecedented and highly controversial problems and issues. Thoroughly analyzes factual and legal issues presented to determine what further facts are needed and the proper recommended course of action. Analyzes and identifies all legal issues and, through self education, develops and maintains a thorough understanding of relevant policies, procedures, regulations and other publications.

- c. Prepares legal memoranda or reports outlining factual and legal issues; explains application of legal principles and precedents.

2. Advocacy and Enforcement Duties

These attorneys are also responsible for being the senior lead attorney in enforcement cases in the following areas: UST, EPCRA, Wetlands and FIFRA and as acting as a mentor in these area for less senior attorneys.

- a. These attorneys will be responsible for working with the program offices to develop and prosecute enforcement cases. It is the individual's duty to review cases for legal sufficiency, including but not limited to, establishing proper jurisdiction, completeness of evidence, applicable violations, and identifying factual issues. Senior attorney are expected to identify all the relevant issues in a timely manner to recommend appropriate action in some of the most complex and sensitive litigation and to advise Senior regional and Headquarters managers of these matters.

- b. Attorneys must draft information request letters, complaints, prehearing exchanges, various motions and briefs in support thereof, evaluate penalty calculations, and write, when appropriate, referrals to the Department of Justice and assist the DOJ in all the necessary pre-trial discovery and trial and settlement activities.

- c. In administrative cases and, as appropriate, in civil/judicial cases, must be prepared to go to hearing or trial, prepare witnesses and exhibits, prepare finding of facts and conclusions of law. Senior attorneys must also serve as regional legal experts in this area to be called upon by less senior attorneys for advice and assistance.

- d. In both administrative and judicial cases to act as the Agencies chief advocate and negotiator for settlement purposes. Must prepare settlement offers and strategy for the Agency, review and evaluate counter settlement offers including any supplemental environmental projects. This individual will be the lead attorney in his/her assigned cases but in some cases may be assisted by a less senior attorney.



III. Knowledge Required

Each senior attorney is required to have in depth and extensive knowledge and skills in various legal, policy and administrative areas of environmental practice in order to act as a successful and aggressive advocate for the Agency against some the most prestigious and national recognized legal practitioners and law firms in the country.

1. Knowledge

A high degree of expertise is expected in one or more areas of environmental law while at the same time maintaining a high level of understanding in most of the remaining areas of environmental law for which the Branch has counselling and enforcement responsibilities. This includes state and local regulations of a 5 state area. A thorough knowledge of EPA guidance, OGC opinions and civil and administrative caselaw is required. The attorney is also required to have a working knowledge of the state office with which they will interact. Also the attorney is expected to be knowledgeable in the areas of procedural law both civil/judicial and regulatory in nature. The attorney must have sufficient breadth of knowledge to identify all potential problems/issues/insufficiencies when comparing federal and state environmental regulations and statutes.

2. Skills

A number of skills involving the knowledge of the subject matter and its use are vital to being a successful advocate for the agency.

- a. The attorney must have the ability to clearly and succinctly brief high level state, regional and H.Q. managers on highly complex legal and policy issues.
- b. The attorney must have the skill to identify all significant legal and policy issues related to their assignments.
- c. The attorney must have excellent interpersonal skills which enable him/her to deal successfully with program clients and managers, state officials, and senior regional managers in what is often highly contested and controversial cases and/or meetings.
- d. The individual must be able to write legal briefs, memorandums, opinions and other papers in a clear and persuasive manner.
- e. The individual must be able to be an advocate for EPA in enforcement cases including the abilities to negotiate and/or litigate a case to final settlement or hearing.



IV. Supervisory Controls

Reports to the Senior Associate Regional Counsel (Counselling Branch Chief). The individuals work will be presumed comprehensive and thorough and will only in rare cases be reviewed by the supervisor when precedential in nature. Recommendations are generally accepted as legally sufficient. The attorney has an attorney-client relationship with Regional program managers and staff. Areas of responsibility are assigned by the Regional Counsel. Work assignments are made by the Senior Associate Regional Counsel (Branch Chief) but within the area of assigned responsibilities the attorney has wide latitude in ordering the workload priorities, conducting research, preparing documents and exercising judgment and initiative in completing assignments and making legal judgment and policy recommendations. Legal advice, policy considerations and advocacy during adversarial proceedings are normally considered expert.

V. Guidelines

Guidelines include federal and state statutes and regulations and court rules; interpretations of such statutes and regulations as expressed in judicial and administrative opinions; and statements of policy of the Agency headquarters, the Regional office, state and local agencies, and other federal agencies. Inasmuch as the Attorney must deal with complex and unique legal issues in specific factual contexts, the Attorney must use independent judgment in applying guidelines or in developing guidelines. Applicable precedents include court decisions, decisions of administrative agencies and opinions of the General Counsel.

VI. Complexity

Cases and other matters assigned will commonly require the evaluation of highly complex and highly technical factual material and the application of specialized legal knowledge in order to determine the legal options available. The most delicate negotiations with potentially wide-spread effects, both financial and legal, are often involved, as well as the complex and delicate relationships between federal and state governments. The Attorney may represent the Agency in a courtroom setting against some of the largest companies or involving issue of national precedent while at the same time requiring immediate analysis of these new legal and factual issues, application of the correct legal principles and Agency policy, and the use of them in obtaining information from witnesses or in persuading courts to rule in the desired manner. The Attorney must handle unique problems and develop original legal strategies and applications. The Attorney must handle unique and often complex problems involving federal-state relations often in a highly controversial setting and develop original legal strategies and applications. Occasionally will be required to serve in a semi-judicial role in preparing recommended decisions on assistance



appeals and bid protests involving extremely delicate issues of federal-state legal relationship. The senior attorney may also from time to time be called upon to serve temporarily as Regional Judicial Hearing officer.

VII. Scope and Effect

The purpose of the work is to provide sound legal advice and to participate in the development, presentation, and implementation of the Agency's legal positions in both program policy matters and enforcement cases. The performance of the work will have significant and often decisive and often precedential effect on the position of the Agency on certain issues and is also critical to the overall effectiveness of the Agency's programs. Assignments may involve issues of high public importance and may establish precedents which will potentially affect Agency activities nationwide.

VIII. Personal Contacts

Face-to-face and telephone contacts are made with Agency personnel, including headquarters, and the Department of Justice, principally at the working level but often including mid-level and senior management. Similar contacts are made with working level through the senior management level of personnel of state agencies and regulated entities. Other contacts with states include dealings with state legislators and staffs of attorneys general. Contacts are made with all levels of court and administrative hearing personnel, by telephone and in hearings at which the Attorney is either an advocate or an impartial hearing officer. Recurring public contacts include public works officials and elected officials of municipalities of all sizes.

IX. Physical Demands

Work is mostly sedentary. However, employee may be required to engage in considerable travel, especially with respect to on-site evaluations, and to work long hours in connection with complex negotiations and judicial or administrative proceedings.

X. Work Environment

Work is usually performed in an office or conference room, with some courtroom work. Visits to industrial sites will not be common but may be slightly hazardous.



REQUEST FOR PERSONNEL ACTION

| | | | | | |
|--|--|--|--|---------------------------------|--|
| PART A - Requesting Office (Also complete Part B, Items 1, 7-22, 32, 33, 36 and 39) | | | | | |
| 1. Action Requested Promotion | | | 2. Request Number 1-247 | | |
| 3. For Additional Information Call (Name and Telephone Number) Regina Edwards Washington (214) 665-7403 | | | 4. Proposed Effective Date 04-24-11 | | |
| 5. Action Requested By (Typed Name, Title, Signature, and Request Date) Suzanne Murray, Regional Counsel 01-26-11 | | | 6. Action Authorized By (Typed Name, title, signature, and Concurrence Date) Suzanne Murray, Regional Counsel 01-26-11 | | |
| PART B - For Preparation of SF 50 (Use only codes in FPM Supplement 292-1, Show all dates in month-day-year order) | | | | | |
| 1. Name (Last, First, Middle) Henson, II Tommy 00030776 T. | | 2. Social Security Number 466-91-1831 | | 3. Date of Birth 01-15-79 | |
| | | | | 4. Effective Date 04/24/2011 | |
| FIRST ACTION | | | SECOND ACTION | | |
| 5-A. Code 702 | 5-B. Nature of Action Promotion | | 6-A. Code | 6-B. Nature of Action | |
| 5-C. Code WDM | 5-D. Legal Authority Sch A 213. 3102(d) | | 6-C. Code | 6-D. Legal Authority | |
| 5-E. Code | 5-F. Legal Authority | | 6-E. Code | 6-F. Legal Authority | |
| 7. FROM: Position Title and Number General Attorney | | | 15. TO: Position Title and Number General Attorney | | |
| 8. Pay Plan GS | | | 16. Pay Plan GS | | |
| 9. Occ Code 0905 | | | 17. Occ Code 0905 | | |
| 10. Grade or Level 12 | | | 18. Grade or Level 13 | | |
| 11. Step or Rate 2 | | | 19. Step or Rate 1 | | |
| 12. Total Salary \$75157 | | | 20. Total Salary/Award \$86,489 | | |
| 13. Pay Basis PA | | | 21. Pay Basis PA | | |
| 12A. Basic Pay \$62283 | | | 20A. Basic Pay \$71674 | | |
| 12B. Locality Adj \$12874 | | | 20B. Locality Adj \$4815 | | |
| 12C. Adj. Basic Pay \$75157 | | | 20C. Adj. Basic Pay \$86489 | | |
| 12D. Other Pay \$0 | | | 20D. Other Pay \$0 | | |
| 14. Name and Location of Position's Organization 90696200 Office of Regional Counsel Water Enforcement Branch (6RC-EW) | | | 22. Name and Location of Position's Organization 90696200 U. S. EPA, Region 6 Office of Regional Counsel Water Enforcement Branch (6RC-EW) Dallas, TX 75202 | | |
| EMPLOYEE DATA | | | | | |
| 23. Veterans Preference 1 - None 2 - 5-Point | | | 24. Tenure 2 - 0 - None 1 - Permanent 2 - Conditional 3 - Indefinite | | 25. Agency Use |
| 27. FEGLI 1 - None 2 - 5-Point | | | 28. Annuitant Indicator 9 - Not Applicable | | 29. Pay Rate Determinant 0 |
| 30. Retirement Plan 1 - FERS 2 - FICA | | | 31. Service Comp. Date (Leave) 04-25-2010 | | 33. Part-Time Hours Per 06 Biweekly Pay Period |
| POSITION DATA | | | | | |
| 34. Position Occupied 2 - 1 - Competitive Service 2 - Excepted Service | | | 35. FLSA Category E - Exempt N - Nonexempt | | 36. Appropriation Code 1112 B 06D 501E44C 100% |
| 38. Duty Station Code | | | 39. Duty Station (City - County - State or Overseas Location) Dallas, TX | | 37. Bargaining Unit Status 6012 |
| 40. AGENCY DATA | | | | | |
| 41. | | | | | |
| 42. | | | | | |
| 43. | | | | | |
| 44. | | | | | |
| 45. EDUCATIONAL LEVEL | | | | | |
| 46. YR. DEGREE ATTAINED | | | | | |
| 47. Academic Discipline | | | | | |
| 48. FUNCTIONAL CLASS | | | | | |
| 49. CITIZENSHIP I - USA 8 - OTHER | | | | | |
| 50. Vietnam Era Vet | | | | | |
| 51. SUPERVISORY STATUS | | | | | |
| PART C - Reviews and Approvals (Not to be used by requesting office) | | | | | |
| 1. Office/Function A. 5ZXQRD | | Initials/Signature Regina E. Washington | | Date 1/26/11 | |
| B. | | Initials/Signature Heather Good | | Date 1-28-11 | |
| C. | | Initials/Signature | | Date | |
| D. | | Initials/Signature HNC | | Date 01/28/11 | |
| E. | | Initials/Signature SSC | | Date 02/09/11 | |
| F. | | Initials/Signature | | Date | |
| 2. Approval: I certify that the information entered on this form is accurate and that the proposed action is in compliance with statutory and regulatory requirements. | | | | Signature Angie Johnston | |
| | | | | Approval Date 2/1/11 | |

CONTINUED ON REVERSE

OVER

52-118

RECEIVED



PART D - Remarks by Requesting Office

(Note to Supervisors: Do you know of additional or conflicting reasons for the employee's resignation/retirement?
If "YES", please state these facts on a separate sheet and attach to SF 52.)

☐ YES ☒ NO

GPPA Chapter 14
Table 14-C
Rule 7

PART E - Employee Resignation/Retirement**Privacy Act Statement**

You are requested to furnish a specific reason for your resignation or retirement and a forwarding address. Your reason may be considered in any future decision regarding your re-employment in the Federal service and may also be used to determine your eligibility for unemployment compensation benefits. Your forwarding address will be used primarily to mail you copies of any documents you should have or any pay or compensation to which you are entitled.

tions with regard to employment of individuals in the Federal service and their records, while section 8506 requires agencies to furnish the specific reason for termination of Federal Service to the Secretary of Labor or a State agency in connection with administration of unemployment compensation programs.

This information is requested under authority of sections 301, 3301, and 8506 of title 5, U.S. Code. Sections 301 and 3301 authorize OPM and agencies to issue regula-

The furnishing of this information is voluntary; however, failure to provide it may result in your not receiving: (1) your copies of those documents you should have; (2) pay or other compensation due you; and (3) any unemployment compensation benefits to which you may be entitled.

1. Reasons for Resignation/Retirement (NOTE: Your reasons are used in determining possible unemployment benefits. Please be specific and avoid generalizations.
Your resignation/retirement is effective at the end of the day - midnight - unless you specify otherwise.)

| | | | |
|-------------------|-------------------|----------------|---|
| 2. Effective Date | 3. Your Signature | 3. Date Signed | 4. Forwarding Address (Number, Street, City, State, ZIP Code) |
|-------------------|-------------------|----------------|---|

PART F - Remarks for SF 50

K20 - Full performance level of employee's position is GS-14.
P14 - work performance is at an acceptable level of competence.
Y85 - Promotion in accordance with career ladder progression.
Z01 - Incumbent may be promoted progressively to the target position without further competition, depending upon performance qualifications and supervisors recommendation.



POSITION DESCRIPTION (Please Read Instructions on the Back)

1. Agency Position No.

6-8-022

| | | | | | | | | | |
|--|--|--|--|--|--|---|--|--|--|
| 2. Reason for Submission <input type="checkbox"/> Redescription <input checked="" type="checkbox"/> New <input type="checkbox"/> Hdqtrs <input type="checkbox"/> Field <input type="checkbox"/> Reestablishment <input type="checkbox"/> Other Explanation (Show any positions replaced) | | 3. Service <input type="checkbox"/> Hdqtrs <input type="checkbox"/> Field | | 4. Employing Office Location | | 5. Duty Station | | 6. OPM Certification No. | |
| 7. Fair Labor Standards Act <input checked="" type="checkbox"/> Exempt <input type="checkbox"/> Nonexempt | | 8. Financial Statements Required <input type="checkbox"/> Executive Personnel Financial Disclosure <input type="checkbox"/> Employment and Financial Interest | | 9. Subject to IA Action <input type="checkbox"/> Yes <input type="checkbox"/> No | | 10. Position Status <input type="checkbox"/> Competitive <input type="checkbox"/> Excepted (Specify in Remarks) <input type="checkbox"/> SES (Gen.) <input type="checkbox"/> SES (CRI) | | 11. Position Is <input type="checkbox"/> Supervisory <input type="checkbox"/> Managerial <input type="checkbox"/> Neither | |
| 12. Sensitivity <input type="checkbox"/> 1--Non-Sensitive <input type="checkbox"/> 3--Critical <input type="checkbox"/> 2--Noncritical Sensitive <input type="checkbox"/> 4--Special Sensitive | | 13. Competitive Level Code | | 14. Agency Use | | 15. Classified/Graded by | | Official Title of Position | |
| a. Office of Personnel Management | | b. Department, Agency or Establishment | | c. Second Level Review | | d. First Level Review | | e. Recommended by Supervisor or Initiating Office | |
| GENERAL ATTORNEY | | GS | | 0905 | | 13 | | Date | |
| 16. Organizational Title of Position (if different from official title) | | 17. Name of Employee (if vacant, specify) | | Tommy Tucker Henson II | | 18. Department, Agency, or Establishment | | U. S. EPA, Region 6 | |
| a. First Subdivision | | b. Second Subdivision | | c. Third Subdivision | | d. Fourth Subdivision | | e. Fifth Subdivision | |
| Office of Regional Counsel | | Water Enforcement Branch (6RC-EW) | | Signature of Employee (optional) | | 19. Employee Review-This is an accurate description of the major duties and responsibilities of my position. | | | |
| 20. Supervisory Certification. I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships, and that the position is necessary to carry out Government functions for which I am responsible. This certification is made with the knowledge that | | this information is to be used for statutory purposes relating to appointment and payment of public funds, and that false or misleading statements may constitute violations of such statutes or their implementing regulations. | | a. Typed Name and Title of Immediate Supervisor | | b. Typed Name and Title of Higher-Level Supervisor or Manager (optional) | | | |
| Scott McDonald, Water Enforcement Branch | | Suzanne Murray, Regional Counsel | | Signature | | Date | | 3/10/10 | |
| 21. Classification/Job Grading Certification. I certify that this position has been classified/graded as required by Title 5, U.S. Code, in conformance with standards published by the U.S. Office of Personnel Management or, if no published standards apply directly, consistently with the most applicable published standards. | | 22. Position Classification Standards Used in Classifying/Grading Position | | Information for Employees. The standards, and information on their application, are available in the personnel office. The classification of the position may be reviewed and corrected by the agency or the U.S. Office of Personnel Management. Information on classification/job grading appeals, and complaints on exemption from FLSA, is available from the personnel office or the U.S. Office of Personnel Management. | | Signature | | Date | |
| Typed Name and Title of Official Taking Action | | | | | | | | | |
| 23. Position Review | | Initials | | Date | | Initials | | Date | |
| a. Employee (optional) | | | | | | | | | |
| b. Supervisor | | | | | | | | | |
| c. Classifier | | | | | | | | | |
| 24. Remarks | | | | | | | | | |

25. Description of Major Duties and Responsibilities (See Attached)

NSN 7540-00-634-4265

Previous Edition Usable

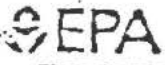
5008-106

OF 8 (Rev. 1-85)
U.S. Office of Personnel Management
FPM Chapter 295


| | | | | | |
|--|---|--------------------------------|---|-------------------------------|----------------------------|
| United States Environmental Protection Agency POSITION DESCRIPTION COVER SHEET | | 1. DUTY LOCATION Dallas, TX | | 2. POSITION NUMBER 6-8-072 | |
| 3. CLASSIFICATION ACTION: a. Reference of Series and Date of Standards Used to Classify this Position <i>OPM PCS for GS-905 (10/59)</i> | | | | | |
| b. Title | | c. Service | d. Series | e. Grade | f. CLC |
| Official Allocation | <i>General Attorney</i> | <i>GS</i> | <i>0905</i> | <i>13</i> | <i>070</i> |
| 4. SUPERVISOR'S RECOMMENDATION GENERAL ATTORNEY | | GS | 0905 | 13 | |
| 5. ORGANIZATIONAL TITLE OF POSITION (if any) | | | 6. NAME OF EMPLOYEE Chang, Ellen | | |
| 7. ORGANIZATION (give complete organizational breakdown) | | | | | |
| a. U. S. ENVIRONMENTAL PROTECTION AGENCY | | | e. | | |
| b. Office of Regional Counsel | | | f. | | |
| c. Enforcement Branch I (6RC-EW) | | | g. | | |
| d. Dallas, TX 75202 | | | h. EPAYS Organization Code - 90696200 | | |
| 8. SUPERVISORY/MANAGERIAL DESIGNATION | | | | | |
| <input type="checkbox"/> [S] First or Second level supervisor: An individual who performs supervisory work and managerial responsibilities that require accomplishment of work through combined technical and administrative direction of others and meets the requirements for coverage as described in the General Schedule Supervisory Guide. <input type="checkbox"/> [A] An individual (as defined in Section 7103(a)(10) of Title V of the U.S. Code) who is authorized to hire, direct, assign, promote, reward, transfer, lay off, suspend, discipline, or remove one or more employees, or effectively recommend such action. The exercise of this responsibility is not routine or clerical in nature, but requires the consistent exercise of independent judgment. <input type="checkbox"/> [M] A manager who directs the work of an organization; is accountable for the success of line or staff programs; monitors, evaluates, and adjusts program activities; and performs the full range of duties outlined in the General Schedule Supervisory Guide. May also include deputies who fully share responsibility for managing the organization or who serve as an alter ego to the manager. <input type="checkbox"/> [B] A management official (as defined in Section 7103(a)(11) of Title V of the U.S. Code) who formulates, determines or influences an organization's policies. This means creating, establishing, or prescribing general principles, plans, or courses of action for an organization; or bringing about a course of action for the organization. Management officials must actively participate in shaping the organization's policies not just interpret laws and regulations give resource information or recommendations or serve as experts or highly trained professionals who implement or interpret the organization's policies and plans. <input checked="" type="checkbox"/> [T] "Team Leader" This position meets the requirements for coverage under Part II of the Work Leader Grade Evaluation Guide. <input checked="" type="checkbox"/> [N] None of the above applies. This is a non-supervisory/non-managerial position. | | | | | |
| 9. SUPERVISORY CERTIFICATION I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships and that the position is necessary to carry out governmental functions for which I am responsible. The certification is made with the knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds, and that false or misleading statements may constitute violations of such statutes or their implementing regulations. | | | | | |
| a. Typed Name and Title of Immediate Supervisor Marvin Benton, Branch Chief, Enforcement Branch I | | | d. Typed Name and Title of Second-Level Supervisor Charles J. Sheehan, Deputy Regional Counsel for Enforcement | | |
| b. Signature <i>[Signature]</i> | | c. Date <i>11/10/99</i> | e. Signature <i>[Signature]</i> | | f. Date <i>11/10/99</i> |
| 10. OFFICIAL CLASSIFICATION CERTIFICATION | | | | | |
| a. <input checked="" type="checkbox"/> This position has no promotion potential. <input type="checkbox"/> If position develops as planned and employee progresses satisfactorily, this position has known promotion potential to grade: _____ | | | b. Fair Labor Standards Act <input type="checkbox"/> Nonexempt <input checked="" type="checkbox"/> Exempt | | c. Functional Code |
| d. Bargaining Unit Code <i>7777</i> | e. Check, if applicable: <input type="checkbox"/> Medical Monitoring Required <input type="checkbox"/> Extramural Resources Management Duties (____% of time) <input type="checkbox"/> This position is subject to random drug testing () | | f. Signature <i>Peggy Davis</i> | | g. Date <i>11/30/99</i> |
| 11. REMARKS New PD cover sheet reflects current supervisory controls and organizational structure. | | | | | |



| | | | | |
|---|-------------------------------------|--|-----------------------------------|-----------------------------------|
| EPA | | United States Environmental Protection Agency Washington, DC 20460 | 1. Duty Location Dallas, Texas | 2. Position Number -8-072 |
| Position Description | | | | |
| 3. Classification Action Reference of Series and Date of Standards Used To Classify This Position PCS GS-905 (10/59) | | | | |
| 4. Official Allocation | a. Title <i>General Attorney</i> | Service GS | Series 905 | Grade 13 |
| 4. Supervisor's Recommendation | General Attorney | GS | 0905 | 13 |
| 5. Organizational Title of Position (if any) | | 6. Name of Employee <i>Larkin, Whiting, Carlos Zequeira-Brinsfield Ordenez</i> | | |
| 7. Organization (Give complete organizational breakdown) | | | | |
| a. U. S. Environmental Protection Agency | | e. | | |
| b. Region 6 | | f. | | |
| c. Compliance Assurance & Enforcement Division | | g. | | |
| d. Legal Branch | | h. EPAYS Organization Code 6EN-LH | | |
| 8. Performance Management and Recognition System (PMRS) Certification for Positions in Grades GS/GM 13-15 | | | | |
| <input type="checkbox"/> First or second level supervisor of 3 or more employees engaged in substantive professional, technical, or administrative work. Duties include assigning, directing, and reviewing work, evaluating performance, recommending personnel actions, training and developing employees, etc. S | | <input type="checkbox"/> An individual (as defined by Title VII of the Civil Service Reform Act) who is authorized to hire, direct, assign, promote, reward, transfer, lay off, suspend, discipline, or remove one or more employees, or effectively recommend such action. The exercise of this responsibility is not routine or clerical in nature, but requires the consistent exercise of independent judgment. A | | |
| <input type="checkbox"/> A manager who directs the work of an organization; is accountable for the success of line or staff programs; monitors, evaluates, and adjusts program activities; and performs the full range of management duties outlined in the Supervisory Grade Evaluation Guide. May also include deputies who fully share responsibility for managing the organization or who serve as an alter ego to the manager. M | | <input type="checkbox"/> A management official (as defined by Title VII of the Civil Service Reform Act) who formulates, determines, or influences an organization's policies. This means creating, establishing, or prescribing general principles, plans, or courses of action for an organization; deciding on plans or courses of action for an organization; or bringing about a course of action for the organization. Management officials must actively participate in shaping the organization's policies; not just interpret laws and regulations, give resource information or recommendations, or serve as experts or highly trained professionals who implement or interpret the organization's policies and plans. B | | |
| <input type="checkbox"/> N None of the above applies to this position. Exempt from PMRS. | | | | |
| 9. I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships, and that the position is necessary to carry out Governmental functions for which I am responsible. The certification is made with the knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds, and that false or misleading statements may constitute violations of such statutes or their implementing regulations. | | | | |
| a. Typed Name and Title of Immediate Supervisor Deputy Branch Chief | | d. Typed Name and Title of Second-Level Supervisor Branch Chief | | |
| b. Signature | | c. Date | | e. Signature <i>Greenfield</i> |
| f. Date 7-14-95 | | | | |
| 10. Official Classification Certification | | | | |
| <input checked="" type="checkbox"/> This position has no known promotion potential | | <input type="checkbox"/> If position develops as planned and employee progresses satisfactorily, this position has known promotion potential to grade - | | |
| b. Fair Labor Standards Act <input type="checkbox"/> Nonexempt <input checked="" type="checkbox"/> Exempt | | c. Signature of Classification Official <i>Beth Harrison</i> | | d. Date 7-18-95 |
| 11. Remarks (Continue on additional sheet(s) if necessary) <i>New cover sheet reflects current supervisory controls & organizational structure.</i> | | | | |
| 12. Duties and Responsibilities Type on plain bond paper and attach to this form. Use format shown on reverse. | | | | |

| | | | |
|---|---|-----------------------------------|-------------------------------|
|  EPA | United States Environmental Protection Agency Washington, DC 20460 | 1. Duty Location DALLAS, TEXAS | 2. Position Number 6-8-072 |
| | Position Description | | |

Classification Action

Reference of Series and Date of Standards Used To Classify This Position.

905 11/15/79

| | | | | | |
|-----------------------------------|---|---------------|--------------|-------------|-----------|
| | b. Title | Service c. | Series d. | Grade e. | CLC f. |
| Official Allocation | General Attorney | GS | 905 | 13 | C12 |
| 4. Supervisor's Recommendation | ASSISTANT REGIONAL COUNSEL - GENERAL ATTORNEY | | GS | 905 | 13 |

| | |
|--|--|
| 5. Organizational Title of Position (if any) ASSISTANT REGIONAL COUNSEL | 6. Name of Employee PAUL WENDEL, QUINCY FARLEY, CHERYL KACK |
|--|--|

7. Organization (Give complete organizational breakdown)

| | |
|--|------------------------------------|
| a. U. S. Environmental Protection Agency | a. |
| b. REGION 6 | b. |
| c. OFFICE OF REGIONAL COUNSEL | c. |
| d. WATER BRANCH 6C-W | d. |
| | h. EPAYS Organization Code 6C-W |

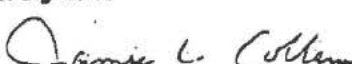
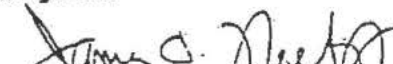
8. Performance Management and Recognition System (PMRS) Certification for Positions in Grades GS/GM 13-15

| | |
|--|---|
| <input type="checkbox"/> S First or second level supervisor of 3 or more employees engaged in substantive professional, technical, or administrative work. Duties include assigning, directing, and reviewing work, evaluating performance, recommending personnel actions, training and developing employees; etc. | <input type="checkbox"/> A An individual (as defined by Title VII of the Civil Service Reform Act) who is authorized to hire, direct, assign, promote, reward, transfer, lay off, suspend, discipline, or remove one or more employees, or effectively recommend such action. The exercise of this responsibility is not routine or clerical in nature but requires the consistent exercise of independent judgment. |
| <input type="checkbox"/> M A manager who directs the work of an organization; is accountable for the success of line or staff programs; monitors, evaluates, and adjusts program activities; and performs the full range of management duties outlined in the Supervisory Grade Evaluation Guide. May also include deputies who fully share responsibility for managing the organization or who serve as an alter ego to the manager. | <input type="checkbox"/> B A management official (as defined by Title VII of the Civil Service Reform Act) who formulates, determines, or influences an organization's policies. This means creating, establishing, or prescribing general principles, plans, or courses of action for an organization; deciding on plans or courses of action for an organization; or bringing about a course of action for the organization. Management officials must actively participate in shaping the organization's policies; not just interpret laws and regulations, give resource information or recommendations; or serve as experts or highly trained professionals who implement or interpret the organization's policies and plans. |

| |
|--|
| <input checked="" type="checkbox"/> N None of the above applies to this position. Exempt from PMRS. |
|--|

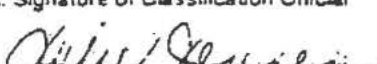
9. I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships, and that the position is necessary to carry out Governmental functions for which I am responsible. The certification is made with the knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds, and that false or misleading statements may constitute violations of such statutes or their implementing regulations.

| | |
|---|--|
| 2. Typed Name and Title of Immediate Supervisor James L. Collins Associate Regional Counsel | d. Typed Name and Title of Second-Level Supervisor James O. Neet Acting Regional Counsel |
|---|--|

| | | | |
|--|--------------------|--|--------------------|
| b. Signature  | c. Date 11-9-87 | e. Signature  | f. Date 11-9-87 |
|--|--------------------|--|--------------------|

10. Official Classification Certification

| | |
|--|---|
| <input checked="" type="checkbox"/> This position has no known promotion potential | <input type="checkbox"/> If position develops as planned and employee progresses satisfactorily, this position has known promotion potential to grade - |
|--|---|

| | | |
|--|---|--------------------|
| b. Fair Labor Standards Act <input type="checkbox"/> Nonexempt <input checked="" type="checkbox"/> Exempt | c. Signature of Classification Official  | d. Date 2/12/88 |
|--|---|--------------------|

1. marks (Continue on additional sheet(s) if necessary)

12. Duties and Responsibilities



ASSISTANT REGIONAL COUNSEL
GS-905-13

INTRODUCTION

The individual occupying this position serves as principal attorney and counselor of individual programs and major phases of several related programs of regional and national significance. Beyond acting as a chief legal advisor to senior management, including the Regional Administrator and his/her Deputy, this person will also serve as the primary contact for Headquarters upper level managers. The position contemplates involvement with complex, highly technical factual, legal and policy issues affecting federal government relations with senior state and local officials and nationally important private industries. Incumbent copes with problems of first impression arising as new regulatory programs are implemented. Specifically, incumbent anticipates and recognizes novel cases as they arise, plans strategies for dealing with such cases through the administrative process insuring that an adequate record is developed in anticipation of judicial review.

I. MAJOR DUTIES AND RESPONSIBILITIES

1. Advisory and Counseling Duties. The types of cases which the individual will handle are similar to those described under the Litigation section below. The only distinction of significance is that efforts under this heading are matters not yet in litigation and the lawyer's skill and expertise are employed to avoid, to the extent possible, reaching the litigation stage. It is likely that the individual will, at any time, be managing at least the legal aspect of individual programs and major phases of related programs.

2. Judicial Litigation - Although, in most instances, actual trial presentation will be handled by senior attorneys from the trial and appellate sections of the Department of Justice, the person occupying this position will be responsible for developing the complete Government case in any matter in litigation to which he or she has been assigned. This will include preparing memoranda of fact and law which will recommend a course of action for the Agency. Generally, these memoranda will be submitted directly to the individual responsible for authorizing formal legal action. In addition, the individual will conduct pretrial conferences, settlement negotiations and draft documents for submission to court under the signature of the trial attorney and his or her signature. In cases of national significance involving Headquarters attorneys, this attorney will still be lead or co-counsel, not subordinate to the participating Headquarters attorney(s).

The kind of cases which the attorney is expected to handle would include, generally, those which require a high degree of creative legal effort (often involving national issues) and impact major segments of U.S. industries. The cases usually involve significant sums of money and substantial public impact and interest.



In most cases, the legal and factual questions involved are extremely complex, involving highly technical arguments for which there is likely to be little or no precedent. It is often the case that the problems involve more than one segment of the public or private industry; frequently, the issues which the individual occupying this position must address are highly sensitive and shape federal/state/local relations implementation of significant environmental programs. Often, this attorney will draft modifications to align proposed State legislation with new federal laws and may occasionally testify on behalf of the Agency before State legislative or administrative bodies. In every case, substantial sums of public and private funds are involved, and this attorney will be dealing directly with some of the most distinguished and highly-paid legal talent in the country.

3. Administrative Litigation - Drafts and issues Notices of Violation (N.O.V.) under the various statutes. Using independent judgment within guidelines established nationally, determines compliance remedies and penalty amounts to be assessed then negotiates with recipients to bring N.O.V.s to a logical conclusion. Represents the agency as lead attorney in all administrative hearings and conferences. Also incumbent is responsible for all motions, briefs and arguments involved in resolving each administrative action. Handles all aspects of any appeals to the Administrator resulting from an administrative action.

4. Reviews records of administrative hearings or suits for or against the Government and involving the Regional Office in which the decision was unfavorable to the Government to determine whether to recommend appeal to a higher court. Considers the effect of the decision as a precedent if allowed to stand, the weight to the evidence, the amount of money involved,, the cost of litigation, and other considerations bearing on the admissibility of appeal. If appeal is recommended, and the recommendation approved, may prepare and/or present the Government's case before the Appellate Court.

Finally, this attorney will sit as both a quasi-judicial and administrative hearing officer, conducting investigative hearings to establish formal written records and informational meetings to afford the public and private interests the opportunity to influence national regulations and policies.

Naturally, the person occupying this position, while being assisted by a lower-graded attorneys on specific assignments directed to that individual, will perform some routine functions of a GS-12 attorney.

II. KNOWLEDGE REQUIRED BY THE POSITION

A professional legal knowledge of federal; state and local court systems; of administrative law in general; of federal rules of civil procedure and of evidence; and of legal research and writing principles, including the use of reporter systems and statutory compilations.



Admission to the Bar.

An appreciation of the delicate relationship between independent political subdivisions and federal agencies having concurrent responsibilities; of "human nature" and problems inherent in administering federal statutes; and of the technical capabilities and limitations of the regional office and the agency.

An ability to communicate, both orally and in writing, and hold public meetings should the need/desire be there; an ability to translate complex legal issues into understandable, concise and accurate explanations; an ability to recognize and resolve legal issues, often when not stated as such, for which there is likely to be no precedent; and an ability to respond promptly under pressure.

Substantial (i.e., sole responsibility for preparation of legal opinions or presentation of administrative or judicial cases) experience in drafting legal memoranda, conducting legal research and preparation for litigation. Also, substantial experience in advising senior management of an organization or a client on major legal/policy issues.

III. SUPERVISORY CONTROLS

The person occupying this position receives assignments through program officials, directly from the Regional Administrator, or directly from the Office of Compliance and Enforcement Monitoring, or the immediate supervisor. No preliminary instructions accompany most assignments. The incumbent is expected to research unusual circumstances, background information, and policy considerations independently before making decisions or recommendations. The incumbent informs the supervisor of some of the more controversial issues at which time the supervisor shares any additional facts of which he may be aware. Incumbent informs supervisor for purposes of coordination and information exchange. The incumbent writes the brief, or opinion, representing the agency in negotiations hearings, etc. The incumbent has broad latitude for independent judgment in planning the means by which results are achieved, applying his own professional competence and experience. Supervisor is consulted only on unusual or controversial issues. Recommendations and conclusions are generally relied upon and accepted as those of a specialist. Work is reviewed for completeness and conformance to policy. Incumbent is expected to carry out assignments within his area or responsibility with minimum preliminary instruction. At the time an assignment is made the supervisor may discuss the significance of the problem and give any background information received. From this point, the incumbent independently conducts the investigation or negotiation, plans the approach, and develops the completed decision, report, brief, opinion, or other product, or represents the agency at the conference, hearing or trial. Where a hearing or trial is involved, the supervisor will be briefed on the overall approach to be taken and the line or argument to be pursued, especially where an important



precedent effect is anticipated or there is widespread public interest in the outcome. Completed work is reviewed before it is signed for consistency with agency policy, for possible precedent effect, and for overall effectiveness. Where a hearing or trial is involved and the case involves important precedent, incumbent briefs supervisor. The supervisor may spot check work on significant issues but the approach and recommendations of the incumbent are rarely questioned. Approximately 10% to 20% of all work receives review and work is rarely revised by supervisor.

IV. GUIDELINES

Incumbent will be required to interpret and apply agency policy as reflected in legal and policy directives issued by the Office of Compliance and Enforcement Monitoring and high level-program administrators. Policy and other guidance may require modification to the situation at hand. The incumbent will have to utilize independent judgement in implementing Agency directives, along with judicial pronouncements, in the final work products. Guidance is available in the form of regulations, and specific media Guidance, and program guidance from operating personnel. A legal specialist at the Headquarters level is available for policy guidance.

V. COMPLEXITY

The nature of the cases impact a significant segment of the public and private sector, federal/state/local relationships, and involve large sums of money. The cases assigned to the incumbent present extremely difficult legal and factual issues are generally very controversial and do not have clearly applicable precedents. A substantial amount of basic knowledge, in-depth research, thought, and articulation will often be necessary to fulfill the responsibility associated with an assignment. The incumbent will be expected to logically address critical subtleties and interrelationships. Completion of an assignment will require independent judgment, and traditional or previously followed methods of problem solving will seldom be used by the incumbent.

VI. SCOPE AND EFFECT

The purpose of the work is to provide a high degree of skill and coordination to the region's programs and significant environmental issues. The performance of the work will have significant effect on the position of the Region on certain issues (locally and nationally) and is also critical to the overall effectiveness of the Agency's programs. Assignments involve issues of high public importance and establish precedent which will potentially affect Agency activity nationwide.



VII. PERSONAL CONTACTS

Contacts are potentially with all employees of Region 6, including the Regional Administrator, senior management, the General Counsel, Office of Compliance and Enforcement Monitoring, the Regional Counsels for Regions 1-5, 7-10 (and their respective staff), and with the public at large, including judges, individuals, corporation legal counsel, legislators, congressional representatives, state executives and administrators, mayors and other elected officials.

VIII. PURPOSE OF THE CONTACTS

To give or receive information; to solve problems; to discuss legal interpretations, arguments, positions, concepts, etc; to obtain guidance and/or information; and to facilitate completion of assignments in the most expeditious manner possible. The incumbent must be effective in presentation of legal points. The incumbent participates in conferences with representatives of operating programs, state and local officials, industry and other groups. Participates in negotiations concerning conflicts in state and federal regulations. Occasionally assists legislative committees in drafting legislation.

IX. PHYSICAL DEMANDS

Most of the work can be performed while seated. There is some walking, standing, bending and lifting of light items such as books and paper.

X. WORK ENVIRONMENT

The work is performed primarily in the regional office, although there may be out-of-town trips (via commercial airlines or government transportation) to handle assigned matters.

XI. OTHER DUTIES

Performs other duties as assigned.





United States
ENVIRONMENTAL PROTECTION AGENCY
Washington, DC 20460

SF 52 Checklist

SF 52 Request #: F410-34 Position Title/Series: GS-0905
Entry Grade(s)/Full Performance Level of Position: 14 GS
Functional Title (e.g., On-Scene Coordinator, PO, RPM, Accountant): General Attorney

DIRECTIONS: This form must be completed by the hiring official or supervisor for all personnel actions involving a change in position description (exceeding 180 days) and must be submitted along with the SF 52 Request for Personnel Action.

Is this position one of the following that has been predesignated? Yes ☐ No ☐

If you answered "Yes," please skip all remaining questions, sign and date the form.

- | | |
|---|--|
| <input type="checkbox"/> On-Scene Coordinator (High Risk) | <input type="checkbox"/> Contract Specialist (Moderate Risk) |
| <input type="checkbox"/> Remedial Project Manager (Moderate Risk) | <input type="checkbox"/> Grants Specialist-GS 12 and below (Low Risk) |
| <input type="checkbox"/> RCRA Corrective Action Officer (Moderate Risk) | <input type="checkbox"/> Grants Specialist-GS 13 and above (Moderate Risk) |
| <input type="checkbox"/> Inspector (Moderate Risk) | <input checked="" type="checkbox"/> Attorney (Moderate Risk) |
| <input type="checkbox"/> Criminal Investigator (High Risk) | <input type="checkbox"/> Deputy Division Director (High Risk) |
| <input type="checkbox"/> Grants Project Officer (Moderate Risk) | <input type="checkbox"/> Supervisor of High Risk Employees (High Risk) |
| <input type="checkbox"/> Contract Project Officer (Moderate Risk) | |

Directions for Questions 1-13: Answer all "Yes/No" questions. For questions answered "Yes," check all items that apply. Where explanation is requested, attach additional pages if needed.

(1) Requires access to classified or sensitive information or materials: Yes ☐ No ☐

- | | |
|--|---|
| <input type="checkbox"/> Secret | <input type="checkbox"/> Other information that if compromised could cause harm |
| <input type="checkbox"/> Top Secret | <input type="checkbox"/> Audits |
| <input type="checkbox"/> Personally identifiable information | <input type="checkbox"/> Investigations |
| <input type="checkbox"/> Proprietary information | <input type="checkbox"/> EPA's financial resources/records |
| <input type="checkbox"/> Confidential business information | |

Hazardous or dangerous material (nuclear, biological, or chemical) Yes ☐ No ☐

What hazardous materials are involved? _____

(2) Makes final decisions or authoritative recommendations, including ones that may have a direct effect on health and safety:

Yes ☐ No ☐

(3) Supervision level received:

- ☐ Close supervision
☐ General supervision
☐ Administrative only

Work is reviewed:

- ☐ While in progress
☐ Only after completion

Administrative controls are in place: Yes ☐ No ☐

What are they? _____

(4) Obligates the Agency to take action or to spend funds. Yes ☐ No ☐

What actions? _____

What amount of funding? _____

What is the financial limit? _____



SF 52 Request#: _____

(5) Interacts with external contacts in performing duties, and/or represents the Agency to external organizations or citizens:

Yes ☐ No ☐

Communicates with:

- ☐ Individuals
- ☐ Government-wide audience
- ☐ Audience beyond government

Communication products involved are:

- ☐ Technical or policy reports
- ☐ Documents containing sensitive information
- ☐ Outreach or public relations material
- ☐ Material posted on the EPA intranet or website

(6) Makes policy: Yes ☐ No ☐

(7) Protects critical infrastructure systems/programs, such as water treatment or other utilities and telecommunications:

Yes ☐ No ☐

What is involved? _____

(8) Directly enforces health regulations and/or protects public safety: Yes ☐ No ☐

(9) Investigates or audits government/other personnel, programs and activities: Yes ☐ No ☐

What personnel, programs and/or activities are involved? _____

(10) IT position that creates, programs, administers, or protects government information technology systems, databases or infrastructure: Yes ☐ No ☐

(11) Requires credentials: Yes ☐ No ☐

(12) The scope of this position is:

- ☐ Local
- ☐ Regional
- ☐ National
- ☐ Global

The impact/potential harm this position could cause would be:

- ☐ Internal to EPA
- ☐ Government-wide
- ☐ Beyond the government

(13) Other unique or critical characteristics/duties/requirements not covered above? Yes ☐ No ☐

Explain what they are: _____

Name (Please Print)

Title


Signature

Date

PSB Use Only

Risk Designation:



Extramural Resources Management Duties Checklist

This checklist may be used to identify duties in managing contracts, grants, cooperative agreements, and interagency agreements. It is a tool for identifying duties to be added to position descriptions for positions requiring 25% or more of time on any combination of extramural resources management duties. The checklist may be used as an amendment to position descriptions for positions requiring less than 25% of time on these duties.

Employee Information

Name: Tommy Tucker Henson II

Position Number: FY10-34

Title: General Attorney

Series/Grade: GS-0905-13

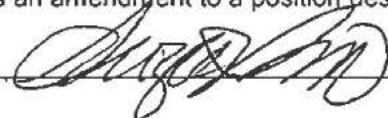
Organization: 6RC-EW

Percentage of Time Spent on Extramural Resources Management

- ☒ This position has no extramural resources management responsibilities.
- ☐ Total extramural resources management duties occupy less than 25% of time.
- ☐ Total extramural resources management duties occupy 25% to 50% of time. These duties are indicated below and described in the position description.
- ☐ Total extramural resources management duties occupy more than 50% of time. These duties are indicated below and described in the position description.

When this checklist is used as an amendment to a position description, the following signatures are required:

Supervisor's Signature



Date 3/10/10

Personnel Specialist's Signature

Date

Part 1. Contracts Management Duties

Pre-award:

- ☐ Plans procurements
- ☐ Estimates costs
- ☐ Obtains funding commitments
- ☐ Prepares procurement requests
- ☐ Writes statements of work
- ☐ Reviews statements of work
- ☐ Processes unsolicited proposals
- ☐ Responds to pre-award inquiries
- ☐ Participates in pre-award conferences
- ☐ Conducts technical evaluation of proposals
- ☐ Participates in debriefing/protests
- ☐ Other (list)

Post-award:

- ☐ Prepares delivery orders
- ☐ Reviews contractor work plans
- ☐ Reviews contractor progress reports
- ☐ Monitors government-furnished property
- ☐ Monitors cost, management, and overall technical performance of contract after award

- ☐ Monitors management and performance of delivery orders/work assignments after award
- ☐ Defines scope of work for work assignments
- ☐ Approves payment requests or ACH drawdowns
- ☐ Manages cost-reimbursement contracts
- ☐ Reviews invoices
- ☐ Inspects and accepts deliverables
- ☐ Other (list)

Close-out:

- ☐ Writes reports on contractor performance, costs, and tasks performed
- ☐ Reconciles payments with work performance
- ☐ Closes out payments
- ☐ Performs cost accounting
- ☐ Provides assistance to Contracting Officer in settling claims
- ☐ Other (list)

Percentage of Time Spent on Contracts Management:

0 %



Part 2. Grants/Cooperative Agreements Duties

*Pre-application/Application:

- ☐ Prepares solicitation for proposals
- ☐ Identifies potential grantees for areas of program emphasis
- ☐ Makes initial determinations (whether project is procurement or assistance, whether agency has legal authority, whether applicant is eligible, whether funding is available, etc.)
- ☐ Provides administrative information to applicants
- ☐ Determines appropriateness of applicant's workplan/activities/budget and compliance with regulations and guidelines and negotiates changes with applicant
- ☐ Assists applicant in resolving issues in application
- ☐ For cooperative agreement, determines substantial Federal involvement and develops a condition for agreement
- ☐ Negotiates level of funding
- ☐ Conducts site visits to evaluate program capability
- ☐ Serves as resource to Selection Panel
- ☐ Informs applicants of funding decisions
- ☐ Other (list)

Award:

- ☐ Prepares funding package, including Decision Memorandum
- ☐ Obtains concurrences/approvals
- ☐ Reviews/concurs in completed document
- ☐ Establishes project file
- ☐ Other (list)

Project Management/Administration:

- ☐ Monitors recipient's activities and progress
- ☐ Reviews reports and deliverables and notifies recipient of comments
- ☐ Provides technical assistance to recipients

- ☐ Advises Grants Management Office of potential problems/issues
- ☐ Participates in decision/actions to ensure successful project completion and in decisions to impose sanctions
- ☐ Approves payments requests or ACH drawdowns
- ☐ Reviews requests for modifications, additional funding, etc. and makes recommendations to Grants Management Office
- ☐ Negotiates amendments
- ☐ Reviews Cost/Price/Analysis for recipient contracts/change orders (Superfund only)
- ☐ When necessary, recommends termination of the agreement
- ☐ Resolves with Grants Management Office administrative and financial issues
- ☐ Conducts periodic reviews to ensure compliance with agreement
- ☐ Other (list)

Close-out:

- ☐ Certifies deliverables were satisfactory and timely
- ☐ Provides assistance to recipients and Grants Management Office to ensure timely closeout
- ☐ Reconciles payment with work performed
- ☐ Notifies recipient of close-out requirements
- ☐ Obtains legal assistance if necessary to resolve incomplete close-out
- ☐ If project is audited, responds to issues and ensures recipient complies with audit recommendations
- ☐ Other (list)

Percentage of Time Spent on Grants/Cooperative Agreements Management:

0

%

Part 3. Interagency Agreements Duties

Pre-Agreement:

- ☐ Plans and negotiates work effort
- ☐ Estimates costs
- ☐ Obtains funding commitments
- ☐ Prepares commitment notice
- ☐ Writes or reviews scope of work
- ☐ Responds to pre-agreement inquiries
- ☐ Participates in pre-agreement conferences
- ☐ Coordinates with appropriate staff in developing Independent Government Cost Estimates (IGEs)
- ☐ Negotiates and ensures execution of Superfund State Contracts (Superfund only)
- ☐ Performs technical evaluation of work plan and budget
- ☐ Prepares funding package and obtains necessary concurrences
- ☐ Other (list)

Project Management/Administration:

- ☐ Reviews progress reports/financial reports

- ☐ Monitors cost management and overall technical performance
- ☐ Participates in decisions about project modification/termination
- ☐ Conducts periodic review of Superfund State contracts payment receipts (Superfund only)
- ☐ Inspects and accepts deliverables
- ☐ Other (list)

Close-out:

- ☐ Reviews final report
- ☐ Decides on disbursement of equipment
- ☐ Reconciles payments with work performed
- ☐ Reviews Superfund State Contracts to ensure full reimbursement (Superfund only)
- ☐ Certifies deliverables
- ☐ Resolves close-out issues with Grants Management Office/other agency
- ☐ Other (list)

Time Spent on Interagency Agreements Management:

0

%



#1003059

POSITION DESCRIPTION (Please Read Instructions on the Back)

| | | | | | | | | | | | |
|--|--|----------------------------|------|--|------|--|------|----------------------------|------|-----------------------------------|------|
| 2. Reason for Submission <input type="checkbox"/> Redescription <input checked="" type="checkbox"/> New <input type="checkbox"/> Hdqtrs <input type="checkbox"/> Field <input type="checkbox"/> Reestablishment <input type="checkbox"/> Other Explanation (Show any positions replaced) | | | | 3. Service <input type="checkbox"/> Hdqtrs <input type="checkbox"/> Field | | 4. Employing Office Location | | 5. Duty Station | | 1. Agency Position No. 6-6-013 | |
| 7. Fair Labor Standards Act <input checked="" type="checkbox"/> Exempt <input type="checkbox"/> Nonexempt | | | | 8. Financial Statements Required <input type="checkbox"/> Executive Personnel Financial Disclosure <input type="checkbox"/> Employment and Financial Interest | | 9. Subject to IA Action <input type="checkbox"/> Yes <input type="checkbox"/> No | | | | | |
| 10. Position Status <input type="checkbox"/> Competitive <input type="checkbox"/> Excepted (Specify in Remarks) <input type="checkbox"/> SES (Gen.) <input type="checkbox"/> SES (CR) | | | | 11. Position Is <input type="checkbox"/> Supervisory <input type="checkbox"/> Managerial <input type="checkbox"/> Neither | | 12. Sensitivity <input type="checkbox"/> 1-Non-Sensitive <input type="checkbox"/> 3-Critical <input type="checkbox"/> 2-Noncritical Sensitive <input type="checkbox"/> 4-Special Sensitive | | 13. Competitive Level Code | | 14. Agency Use | |
| 15. Classified/Graded by | | Official Title of Position | | | | Pay Plan | | Occupational Code | | Grade | |
| a. Office of Personnel Management | | | | | | | | | | | |
| b. Department, Agency or Establishment | | | | | | | | | | | |
| c. Second Level Review | | | | | | | | | | | |
| d. First Level Review | | | | | | | | | | | |
| e. Recommended by Supervisor or Initiating Office | | GENERAL ATTORNEY | | | | GS | | 0905 | | 12 | |
| 16. Organizational Title of Position (if different from official title) | | | | | | 17. Name of Employee (if vacant, specify) HENSON II, TOMMY TUCKER | | | | | |
| 18. Department, Agency, or Establishment U. S. EPA, Region 6 | | | | | | c. Third Subdivision | | | | | |
| a. First Subdivision Office of Regional Counsel | | | | | | d. Fourth Subdivision | | | | | |
| b. Second Subdivision Water Enforcement Branch (6RC-EW) | | | | | | e. Fifth Subdivision | | | | | |
| 19. Employee Review-This is an accurate description of the major duties and responsibilities of my position. | | | | | | Signature of Employee (optional) | | | | | |
| 20. Supervisory Certification. I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships, and that the position is necessary to carry out Government functions for which I am responsible. This certification is made with the knowledge that | | | | | | this information is to be used for statutory purposes relating to appointment and payment of public funds, and that false or misleading statements may constitute violations of such statutes or their implementing regulations. | | | | | |
| a. Typed Name and Title of Immediate Supervisor Scott McDonald, Water Enforcement Branch | | | | | | b. Typed Name and Title of Higher-Level Supervisor or Manager (optional) Suzanne Murray, Regional Counsel | | | | | |
| Signature _____ Date 03/10/10 | | | | | | Signature _____ Date 03/10/10 | | | | | |
| 21. Classification/Job Grading Certification. I certify that this position has been classified/graded as required by Title 5, U.S. Code, in conformance with standards published by the U.S. Office of Personnel Management or, if no published standards apply directly, consistently with the most applicable published standards. | | | | | | 22. Position Classification Standards Used in Classifying/Grading Position | | | | | |
| Typed Name and Title of Official Taking Action | | | | | | Information for Employees. The standards, and information on their application, are available in the personnel office. The classification of the position may be reviewed and corrected by the agency or the U.S. Office of Personnel Management. Information on classification/job grading appeals, and complaints on exemption from FLSA, is available from the personnel office or the U.S. Office of Personnel Management. | | | | | |
| Signature _____ Date | | | | | | | | | | | |
| 23. Position Review | | Initials | Date | Initials | Date | Initials | Date | Initials | Date | Initials | Date |
| a. Employee (optional) | | | | | | | | | | | |
| b. Supervisor | | | | | | | | | | | |
| c. Classifier | | | | | | | | | | | |
| 24. Remarks | | | | | | | | | | | |
| 25. Description of Major Duties and Responsibilities (See Attached) | | | | | | | | | | | |



U.S. Environmental Protection Agency
Washington, DC 20460

Position Description

1. Duty Location

DALLAS, TX

2. Position Number

6-6-013

3. Classification Action

| | b. Title General Attorney | Service c. | Series d. | Grade e. | CLC f. |
|-----------------------------------|---------------------------|---------------|--------------|-------------|-----------|
| Official Allocation | General Attorney | GS | 905 | 12 | 443 |
| 4. Supervisor's Recommendation | | | | | |

| | |
|--|--|
| 5. Organizational Title of Position (if any) | 6. Name of Employee <i>Amie Dutta - Marcia Monerette;</i> |
| 7. Organization (Give complete organizational breakdown) | <i>Mark Dord; Ellen Chang</i> |
| a. U. S. Environmental Protection Agency | e. |
| b. Legal Enforcement Branch | f. |
| c. Region 6 | g. |
| d. Water Section (6RC-EW) | h. EPAYS Organization Code |

| 8. Performance Management and Recognition System (PMRS) Certification for Positions in Grades GS/GM 13-15 | |
|---|--|
| <input type="checkbox"/> S First or second level supervisor of 3 or more employees engaged in substantive professional, technical, or administrative work. Duties include assigning, directing, and reviewing work, evaluating performance, recommending personnel actions, training and developing employees, etc. | <input type="checkbox"/> A An individual (as defined by Title VII of the Civil Service Reform Act) who is authorized to hire, direct, assign, promote, reward, transfer, lay off, suspend, discipline, or remove one or more employees, or effectively recommend such action. The exercise of this responsibility is not routine or clerical in nature but requires the consistent exercise of independent judgment. |
| <input type="checkbox"/> M A manager who directs the work of an organization; is accountable for the success of line or staff programs; monitors, evaluates, and adjusts program activities; and performs the full range of management duties outlined in the Supervisory Grade Evaluation Guide. May also include deputies who fully share responsibility for managing the organization or who serve as an alter ego to the manager. | <input type="checkbox"/> B A management official (as defined by Title VII of the Civil Service Reform Act) who formulates, determines, or influences an organization's policies. This means creating, establishing, or prescribing general principles, plans, or courses of action for an organization; deciding on plans or courses of action for an organization; or bringing about a course of action for the organization. Management officials must actively participate in shaping the organization's policies; not just interpret laws and regulations, give resource information or recommendations, or serve as experts or highly trained professionals who implement or interpret the organization's policies and plans. |

| |
|---|
| <input type="checkbox"/> N None of the above applies to this position. Exempt from PMRS. |
| 9. I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships, and that the position is necessary to carry out Governmental functions for which I am responsible. The certification is made with the knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds, and that false or misleading statements may constitute violations of such statutes or their implementing regulations. |

| | |
|---|---|
| a. Typed Name and Title of Immediate Supervisor Marvin Benton, Chief Legal Enforcement Branch | d. Typed Name and Title of Second-Level Supervisor Barbara Greenfield, Deputy Director Compliance Assurance and Enforcement |
| b. Signature <i>Marvin Benton</i> | e. Signature <i>Barbara Greenfield</i> |
| c. Date Oct 17, 1997 | f. Date 10-17-97 |

| | |
|--|--|
| 10. Official Classification Certification | |
| a. <input checked="" type="checkbox"/> This position has no known promotion potential | <input type="checkbox"/> If position develops as planned and employee progresses satisfactorily, this position has known promotion potential to grade -- |
| b. Fair Labor Standards Act <input type="checkbox"/> Nonexempt <input checked="" type="checkbox"/> Exempt | c. Signature of Classification Official <i>J. Conner</i> |
| d. Date 10-21-97 | |

| |
|---|
| 11. Remarks (Continue on additional sheet(s) if necessary) <i>New down which reflects current supervisory controls and organizational structure.</i> |
|---|

| |
|--|
| 12. Duties and Responsibilities Type on plain bond paper and attach to this form. |
|--|



Position Questionnaire for Nonsupervisory

Regional Attorney Position

A. INSTRUCTIONS.

1. Complete this questionnaire in an original and four copies.
2. Follow the instructions on the reverse of the EPA Form 3150-1 and, in addition, complete Parts B-E.

- B. INTRODUCTION. The purpose of this position is to serve as a regional attorney responsible for the following program or specialty area. (Give a brief description of the position's program or specialty area, if applicable). The primary

specialty for which this position is responsible is that of

prosecuting approximately one-third of the civil referrals

(lawsuits) against violators of the Clean Water Act in the

jurisdictional area covered by Region 6.

- C. NATURE OF CASES OR LEGAL PROBLEMS. Check the box most representative of the work of the position.

- ☐ 1. TYPE I - legal work performed by the employee is characterized by the following features: legal questions/factual situations are easily resolved; facts are well-established or easily determinable; clearly applicable precedents are involved; impact of case/problem is local; sanctions/fines/penalties are relatively minor; no new precedents and limited sums of money are involved; there is no widespread social or political impact; there is limited public interest; and the other features of the legal work are substantially as described above.
- ☒ 2. TYPE II - legal work performed by the employee is characterized by the following features: clearly applicable precedents are absent; program is new; issues are novel; applicability of precedents are highly arguable; different possible constructions of facts/laws/precedents are possible; regional economic/political/social impact



affect large corporations, large labor groups, entire regions, or major EPA programs; large sums of money are involved (e.g., hundreds of thousands of dollars); there is considerable public interest; and cases are strongly contested.

- ☐ 3. TYPE III - legal work performed by the employee is characterized by the following features: work is usually national in scope; extensive research and analysis is required involving the recruitment and evaluation of expert testimony or information in controversial areas of scientific, financial, corporate, medical, engineering, or other highly technical areas; the case/problem can broaden or restrict the activities of the Agency; impact is on a major industry (e.g., steel) where the economic consequences of the case/problem can affect its health and stability; work is of unusual delicacy because of the serious consequence of error; cases involve large sums of money (e.g., millions of dollars); extremely capable legal talent vigorously contests the case; interest is usually nationwide and may involve leading members of Congress and top officials of state governments; extensive national press coverage is present; and typical preventive actions taken can alleviate situations that would invariably develop into TYPE III cases/problems.

D. LEVEL OF RESPONSIBILITY. Check the box most representative of the way the attorney carries out his/her responsibility. Reference should be made to the Position Classification Standards for the General Attorney Series, GS-905, when completing this section.

- ☐ 1. Level A
- ☐ 2. Level B (exceeds level A but does not meet level C, or compares with level A in some respects and level C with others).
- ☒ 3. Level C
- ☐ 4. Level D (exceeds level C but does not meet level E, or compares with level C in some respects and level E with others).

E. DUTIES AND RESPONSIBILITIES. Complete the boxes appropriate to the work of the position by entering D for developmental duty (i.e., a duty assigned to acquire and maintain proficiency, enhance self-development, gain familiarity with the ORC legal process, assist higher-graded attorneys, or for other purposes); and P for primary duty (i.e., a duty that constitutes a basic reason for the existence of the position; results in specifically defined work accomplishments).



- [P] 1. Keeps abreast of the program(s) or functions(s) to which assigned and keeps up-to-date on all relevant court and administrative decisions as well as pending and completed legislation in order to assure that the supervisors and other officials of the Office of Regional Counsel and the program(s) or function(s) serviced receive the latest and most appropriate legal advice and information so as to enable them to be alerted in time to new developments and thereby successfully carry out their function(s) and/or program(s).
- [P] 2. Provides relevant written and oral legal advice, interpretations, precedents, comments, and the like to the supervisors and other officials of the Office of Regional Counsel and the various program(s) or function(s) serviced in order to assure that all legal related activities, program(s), or function(s) are carried out in compliance with governing laws and regulations, and that all proposed guidance, directives, and other written materials are in accordance with Agency policies and legal authorities. Drafts the terms and conditions of items such as permits, notices of violation, administrative orders or administrative complaints (particularly where novel or complex matters are involved) so as to ensure the enforceability and defensibility of those terms and conditions. Interprets statutes, regulation and other legal precedents covering EPA's activities. Advises program managers on the legal implications of alternative courses of action.
- [P] 3. Provides client program offices with support in the conduct of litigation. Develops legal briefs, pleadings, motions, and similar legal documents for submission to court and/or administrative bodies. Prepares cases and develops case strategies. Represents the Agency before courts and/or administrative bodies. Provides assistance in negotiating enforcement matters and is present whenever outside parties are represented by counsel in those negotiations. Prepares documents needed for referral packages based upon technical information and support from the Regional program offices and reviews requests for judicial action prior to their referral to the Assistant Administrator for Enforcement and Compliance Monitoring. Following the referral of a case to the Department of Justice, the incumbent is responsible for fulfilling all request for supplemental-information by the Department or by the U.S. Attorney's Office. Manages the conduct of the Agency's participation in defensive litigation, and assists the Department of Justice or the U.S. Attorney in the litigation.
- [P] 4. Accomplishes special projects and assignments (e.g., drafting program and

special projects are completed in accordance with generally accepted legal principles and are in compliance with the law. Consults with the Regional program managers regarding delegations of Agency programs to state agencies and approval of state pollution control programs.

☒ 5. Coordinates legal activities with external organizations, such as municipal/county/Congressional staffs, industry, public interest groups, officials of state and other federal agencies, etc., in order to explain and defend the Agency's laws, regulations, policies, and practices, to obtain feedback as to the effect of the Agency's activities and program(s), both real and perceived, on external groups; and to recommend revisions to Agency policies, practices, and regulations so as to make them more efficacious and yet comply with the law. Manages the Agency's legal participation in hearings and administrative appeals of actions originating in the Regions, including proceedings relating to permits and administrative civil penalties.

☐ 6. Describe here any significant duties that have not been covered by this questionnaire. (You may use additional sheets of paper, if required).



B. FACTOR 1, KNOWLEDGE REQUIRED BY THE POSITION: Describe the kind and nature of knowledge and skills required to perform the job.

Professional knowledge of civil and criminal law, including evidence, administrative law, and federal rules of civil procedure, as would typically be acquired through a three year law school curriculum and at least one year of professional legal experience. Skill in negotiating with people of varied backgrounds and adverse positions in order to reach legally acceptable compromises. Skill in writing factual and legal statements in precise wording which will be understandable by the addressee, whether that person be of extensive or limited experience. Ability to prepare complex legal documents such as pleadings, briefs, interrogatories, and court or administrative orders. Knowledge of legal interpretations and enforcement policies regarding the environmental laws and general federal law. Ability to recognize and resolve legal issues and to express the issues and resolution clearly, either orally or in formal written briefs or memoranda after appropriate legal research.

C. FACTOR 2, SUPERVISORY CONTROLS: Describe how the work is assigned, the employee's responsibility for carrying out the work, and how the work is reviewed.

Reports to the Associate Regional Counsel for the appropriate subject matter area. The Attorney has an attorney-client relationship with Regional program managers and the Office of Enforcement and Compliance Monitoring. Areas of responsibility are assigned by the Regional Counsel. Work assignments are made by the Associate Regional Counsel or by the Regional Counsel who will direct and coordinate the Attorney's work in specific subject matter areas. In some cases, work is performed at the request of Regional program managers. Work will be discussed generally with the Associate Regional Counsel while in process, and finished work will generally be reviewed by the Associate Regional Counsel to assure consistency with Agency policy, precedential effect and overall quality.

D. FACTOR 3, GUIDELINES: Describe the nature of the guidelines for performing the work and the judgement needed to apply the guidelines or develop new guidelines.

Guidelines include federal and state statutes and regulations and court rules; interpretations of such statutes and regulations as expressed in judicial and administrative opinions; and statements of policy of the Agency headquarters, the Regional office, state and local agencies, and other federal agencies. Inasmuch as the Attorney must deal with legal issues in specific factual contexts, the Attorney must use independent judgment in applying guidelines or in developing guidelines.

E. FACTOR 4, COMPLEXITY: Describe the nature of the assignment, the difficulty in identifying what needs to be done, and the difficulty and originality involved in performing the work.

Cases and other matters assigned will commonly require the evaluation of complex technical factual material and the application of legal knowledge in order to determine the legal options available. Negotiations are sometimes involved which could have potentially important effects, both financial and legal, for the regulated entity, as well as the complex relationships between federal and state governments. The Attorney may represent the Agency in a courtroom setting, requiring immediate analysis of new legal and factual issues, application of the correct legal principles and Agency policy, and the use of them in obtaining information from witnesses or in persuading courts to rule in the desired manner.



FACTOR 5, SCOPE AND EFFECT:

Describe the purpose of the work and the impact of the work product or service.

The purpose of the work is to provide sound legal advice and to participate in the development, presentation, and implementation of the Agency's legal positions in both program policy matters and specific cases. The position is responsible for the development of legal positions on specific issues or in specific cases, and in important issues and cases, the position established may have a precedential effect nationally.

G. FACTOR 6, PERSONAL CONTACTS: Describe the employee's face-to-face or telephone contacts other than with the supervisor.

Face-to-face and telephone contacts are made with Agency personnel, including headquarters, and the Department of Justice, principally at the working level but often including mid-level management or even, on occasion, senior management. Similar contacts are made with working level and management personnel of state agencies and regulated entities. Contacts are made with all levels of court and administrative hearing personnel, by telephone and in open court and in chambers. Contacts with the general public are made by telephone and in hearings at which the Attorney is either an advocate or an impartial hearing officer.

H. FACTOR 7, PURPOSE OF CONTACT: Describe the reasons for the personal contacts described in Factor 6 and identify the skills needed to accomplish the personal work contacts successfully.

The purposes of the contacts are to give or receive information; to solve problems; to discuss legal interpretations, arguments, positions, concepts, etc.; to obtain or provide guidance; and to facilitate completion of assignments in the most expeditious manner possible. The purpose is also to provide legal advice, to assert the Agency's legal positions and to obtain compliance with applicable statutes and regulations.

I. FACTOR 8, PHYSICAL DEMANDS: Describe the nature, frequency, and intensity of physical activity.

Work is mostly sedentary. However, employee may be required to engage in considerable travel, especially with respect to on-site evaluations, and to work long hours in connection with complex negotiations and judicial or administrative proceedings.

J. FACTOR 9, WORK ENVIRONMENT: Describe the risks and discomforts imposed by the physical surroundings and safety precautions necessary to avoid accidents or exposure.

Work is usually performed in an office or conference room, with some courtroom work. Visits to industrial sites will not be common but may be slightly hazardous.



POSITION DESCRIPTION AMENDMENT

| | | | |
|------------------|--------|-------|-----------------|
| POSITION TITLE | | 66-W | |
| GENERAL ATTORNEY | SERIES | GRADE | POSITION NUMBER |
| | GS-905 | 12 | 6-6-013 |

AMENDMENT

Item 8 amended to reflect change in second-level supervisory control.

| | |
|--|---------|
| d. TYPED NAME AND TITLE OF SECOND LEVEL SUPERVISOR | |
| James O. Neet Acting Regional Counsel | |
| e. SIGNATURE | f. DATE |
| <i>James O. Neet</i> | 1-12-87 |
| TION CERTIFICATION | |

| | | | |
|----------------------|----------------|------------------------|------|
| APPROVER'S SIGNATURE | DATE | SUPERVISOR'S SIGNATURE | DATE |
| <i>James O. Neet</i> | <i>1-12-87</i> | | |



REQUEST FOR PERSONNEL ACTION

PART A: Requesting Office (Also complete Part B, Items 1, 7-22, 32, 33, 36, and 39.)

| | |
|---|--|
| 1. Actions Requested | 2. Request Number |
| 3. For Additional Information Call (Name and Telephone Number) | 4. Proposed Effective Date |
| 5. Action Requested By (Typed Name, Title, Signature, and Request Date) | 6. Action Authorized by (Typed Name, Title, Signature, and Concurrence Date) |

PART B: For Preparation of SF 50 (Use only codes in FPM Supplement 292-1. Show all dates in month-day-year order.)

| | | | |
|---|---------------------------|------------------|---------------------------------|
| 1. Name (Last, First, Middle) Henson II, Tommy Tucker EmplID: 00030776 | 2. Social Security Number | 3. Date of Birth | 4. Effective Date 04/25/2010 |
|---|---------------------------|------------------|---------------------------------|

| FIRST ACTION | | SECOND ACTION | |
|------------------|-------------------------------------|------------------|---|
| 5-A. Code 002 | 5-B. Nature of Action Correction | 6-A. Code 170 | 6-B. Nature of Action Exc Appt |
| 5-C. Code | 5-D. Legal Authority | 6-C. Code WDM | 6-D. Legal Authority Sch A 213.3102(d) Attorneys |
| 5-E. Code | 5-F. Legal Authority | 6-E. Code | 6-F. Legal Authority |

| | | | | | | | | | | | |
|--|--------------------|---------------------|------------------|------------------|-----------------------------------|--|--------------------|---------------------|------------------|------------------------|---------------|
| 7. FROM: Position Title and Number | | | | | 15. TO: Position Title and Number | | | | | | |
| 8. Pay Plan | 9. Occ. Code | 10. Grade or Level | 11. Step or Rate | 12. Total Salary | 13. Pay Basis | 16. Pay Plan | 17. Occ. Code | 18. Grade or Level | 19. Step or Rate | 20. Total Salary/Award | 21. Pay Basis |
| 12A. Basic Pay | 12B. Locality Adj. | 12C. Adj. Basic Pay | 12D. Other Pay | | | 20A. Basic Pay | 20B. Locality Adj. | 20C. Adj. Basic Pay | 20D. Other Pay | | |
| 14. Name and Location of Position's Organization | | | | | | 22. Name and Location of Position's Organization | | | | | |

| EMPLOYEE DATA | | | | 24. Tenure | | 25. Agency Use | | 26. Veterans Pref for RIF | | | |
|---|--|--|--|--|--|------------------------|--|--|--|--|--|
| 23. Veterans Preference 1 - None 3 - 10-Point/Disability 5 - 10-Point/Other 2 - 5-Point 4 - 10-Point/Compensable 6 - 10-Point/Compensable/30% | | | | 0 - None 2 - Conditional 1 - Permanent 3 - Indefinite | | | | <input type="checkbox"/> YES <input type="checkbox"/> NO | | | |
| 27. FEGLI | | | | 28. Annuitant Indicator | | | | 29. Pay Rate Determinant | | | |
| 30. Retirement Plan | | | | 31. Service Comp. Date (Leave) | | 32. Work Schedule | | 33. Part-time Hours Per Biweekly Pay Period | | | |
| 34. Position Occupied 1 - Competitive Service 3 - SES General 2 - Excepted Service 4 - SES Career | | | | 35. FLSA Category E - Exempt N - Nonexempt | | 36. Appropriation Code | | 37. Bargaining Unit Status | | | |
| 38. Duty Station Code | | | | 39. Duty Station (City - County - State or Overseas Location) | | | | | | | |

| | | | | | | |
|-----------------------|--------------------------|-------------------------|----------------------|---|---------------------|------------------------|
| 40. Agency Data | 41. | 42. | 43. | 44. | | |
| 45. Educational Level | 46. Year Degree Attained | 47. Academic Discipline | 48. Functional Class | 49. Citizenship 1 - USA 8 - Other | 50. Veterans Status | 51. Supervisory Status |

PART C: Reviews and Approvals (Not to be used by requesting office.)

| 1. Office/Function | Initials/Signature | Date | Office/Function | Initials/Signature | Date |
|--------------------|--------------------|------|-----------------|--------------------|----------|
| A. | | | D. SSC | 8f | 04/21/11 |
| B. | | | E. | | |
| C. | | | F. | | |

| | | |
|--|------------------------|--------------------------|
| 2. Approval: I certify that the information entered on this form is accurate and that the proposed action is in compliance with statutory and regulatory requirements. | Signature Pat Ochoa | Approval Date 4/21/11 |
|--|------------------------|--------------------------|



PART D - Remarks by Requesting Office

(Note to Supervisors: Do you know of additional or conflicting reasons for the employee's resignation/retirement?
If "YES", please state these facts on a separate sheet and attach to SF 52.)

☐ YES ☐ NO

PART E - Employee Resignation/Retirement**Privacy Act Statement**

You are requested to furnish a specific reason for your resignation or retirement and a forwarding address. Your reason may be considered in any future decision regarding your re-employment in the Federal service and may also be used to determine your eligibility for unemployment compensation benefits. Your forwarding address will be used primarily to mail you copies of any documents you should have or any pay or compensation to which you are entitled.

This information is requested under authority of sections 301, 3301, and 8506 of title 5, U.S. Code. Sections 301 and 3301 authorize OPM

and agencies to issue regulations with regard to employment of individuals in the Federal service and their records, while section 8506 requires agencies to furnish the specific reason for termination of Federal service to the Secretary of Labor or a State agency in connection with administration of unemployment compensation programs.

The furnishing of this information is voluntary; however, failure to provide it may result in your not receiving: (1) your copies of those documents you should have; (2) pay or other compensation due you; and (3) any unemployment compensation benefits to which you may be entitled.

1. Reasons for Resignation/Retirement (NOTE: Your reasons are used in determining possible unemployment benefits. Please be specific and avoid generalizations. Your resignation/retirement is effective at the end of the day - midnight - unless you specify otherwise.)

| | | | |
|-------------------|-------------------|----------------|---|
| 2. Effective Date | 3. Your Signature | 4. Date Signed | 5. Forwarding Address (Number, Street, City, State, ZIP Code) |
|-------------------|-------------------|----------------|---|

PART F - Remarks for SF 50

C18 - Corrects item 45 to read:

Appointment is subject to completion of one year trial period beginning 04-25-10.

Full performance level of employee's position is GS-14.

Appointment affidavit executed 04-26-10.

Frozen service: none.

Creditable military service: none.

Previous retirement coverage: never covered.

Employee is automatically covered under FERS.

Service counting toward career tenure from 04-25-10.



REQUEST FOR PERSONNEL ACTION

PART A - Requesting Office (Also complete Part B, Items 1, 7-22, 32, 33, 36 and 39.)

| | |
|--|--|
| 1. Action Requested Recruit | 2. Request Number FY10-34 A |
| 3. For Additional Information Call (Name and Telephone Number) Regina Edwards Washington | 4. Proposed Effective Date 11-08-09 |
| 5. Action Requested By (Typed Name, Title, Signature, and Request Date) Suzanne Murray, Regional Counsel | |
| 6. Action Authorized By (Typed Name, title, signature, and Concurrence Date) Catherine McCabe, Principal Deputy Assistant Administrator | |

PART B - For Preparation of SF 50 (Use only codes in FPM Supplement 292-1. Show all dates in month-day-year order.)

| | | |
|---|--|--------------------------------|
| 1. Name (Last, First, Middle) HENSON TUCKER TERRY II | 3. Date of Birth [REDACTED] | 4. Effective Date 4/25/2010 |
| FIRST ACTION | | |
| 5-A. Code 170 | 5-B. Nature of Action EXCEPTED APPOINTMENT | |
| 5-C. Code WDM | 5-D. Legal Authority Schedule A R13.3102(C) | |
| 5-E. Code | 5-F. Legal Authority | |
| SECOND ACTION | | |
| 6-A. Code | 6-B. Nature of Action | |
| 6-C. Code | 6-D. Legal Authority | |
| 6-E. Code | 6-F. Legal Authority | |

| | | | | | |
|--|--|--------------------------|-----------------------|----------------------------|---------------------|
| 7. FROM: Position Title and Number | 15. TO: Position Title and Number General Attorney | | | | |
| 8. Pay Plan GS | 9. Grade or Level 12 | 10. Grade or Level 12 | 11. Step or Rate 1 | 12. Total Salary 12,733 | 13. Pay Range PA |
| 16. Pay Plan GS | 17. Grade or Level 12 | 18. Grade or Level 12 | 19. Step or Rate 1 | 20. Total Salary 12,733 | 21. Pay Range PA |
| 14. Name and Location of Position's Organization | 22. Name and Location of Position's Organization U. S. EPA, Region 6 Office of Regional Counsel Water Enforcement Branch (6RC-EW) Dallas, TX 75202 | | | | |

| | | | | | | | |
|---|--|---|--|--|--|--|--|
| EMPLOYEE DATA | | 24. Tenure 2 - None 1 - Permanent | | 25. Agency Use | | 26. Veterans Preference for RIF <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO | |
| 23. Veterans Preference 1 - None 2 - 5-Point 3 - 10-Point/Disability 4 - 10-Point/Compensable 5 - 10-Point/Other 6 - 10-Point/Compensable/30% | | 27. REGU [REDACTED] | | 28. Annuitant Indicator 9 | | 29. Pay Rate Determinant 0 | |
| 30. Retirement Plan K | | 31. Service Comp. Date (Leave) 04/25/10 | | 32. Work Schedule F | | 33. Part-Time Hours Per Bimonthly Pay Period 0 | |
| 34. Position Occupied 2 - Competitive Service 1 - Extended Service 3 - SES General 4 - SES Career Reserved | | 35. FLSA Category E - Exempt N - Nonexempt | | 36. Appropriation Code B 06D 501E44C 100% | | 37. Bargaining Unit Status 0012 - pin | |
| 38. Duty Station Code | | 39. Duty Station (City - County - State or Overseas Location) Dallas, TX | | | | | |

| | | | | |
|-----------------------|-------------------------|-------------------------|------------------------|----------------------------------|
| 40. AGENCY DATA | 41. | 42. | 43. | 44. |
| 45. EDUCATIONAL LEVEL | 46. YR. DEGREE ATTAINED | 47. Academic Discipline | 48. FUNCTIONAL CLASS | 49. CITIZENSHIP 1-USA 8-OTHER |
| | | 50. Vietnam Era Vet | 51. SUPERVISORY STATUS | |

PART C - Reviews and Approvals (Not to be used by requesting office.)

| | | | | | |
|--|--------------------|---------|--------------------------|--------------------|---------|
| I. Office/Function | Initials/Signature | Date | Office/Function | Initials/Signature | Date |
| A. 5ZXQRD | Heath, [Signature] | 4/25/10 | D. [Signature] | [Signature] | 4/27/10 |
| B. | | | E. | [Signature] | 4/9/10 |
| C. | | | F. | | |
| 2. Approval: I certify that the information entered on this form is accurate and that the proposed action is in compliance with statutory and regulatory requirements. | | | Signature [Signature] | | |
| | | | Approval Date 4/9/10 | | |

CONTINUED ON REVERSE

OVER



PART D - Remarks by Requesting Office

(Note to Supervisors: Do you know of additional or conflicting reasons for the employee's resignation/retirement?
If "YES", please state these facts on a separate sheet and attach to SF 52.)

☐ YES ☐ NO

After 2-3 attempts to fill this 52 - Henson agreed to terms on time they (Region 6) had 2 other candidates that withdrew from consideration

PART E - Employee Resignation/Retirement**Privacy Act Statement**

You are requested to furnish a specific reason for your resignation or retirement and a forwarding address. Your reason may be considered in any future decision regarding your re-employment in the Federal service and may also be used to determine your eligibility for unemployment compensation benefits. Your forwarding address will be used primarily to mail you copies of any documents you should have or any pay or compensation to which you are entitled.

tions with regard to employment of individuals in the Federal service and their records, while section 8306 requires agencies to furnish the specific reason for termination of Federal Service to the Secretary of Labor or a State agency in connection with administration of unemployment compensation programs.

This information is requested under authority of sections 301, 3301, and 8506 of title 5, U.S. Code. Sections 301 and 3301 authorize OPM and agencies to issue regula-

The furnishing of this information is voluntary; however, failure to provide it may result in your not receiving: (1) your copies of those documents you should have; (2) pay or other compensation due you; and (3) any unemployment compensation benefits to which you may be entitled.

1. Reasons for Resignation/Retirement (NOTE: Your reasons are used in determining possible unemployment benefits. Please be specific and avoid generalizations. Your resignation/retirement is effective at the end of the day - midnight - unless you specify otherwise.)

2. Effective Date

3. Your Signature

3. Date Signed

4. Forwarding Address (Number, Street, City, State, ZIP Code)

PART F - Remarks for SF 50

M01 - appointment affidavit executed on 2010, Dallas, TX
 M138 - none - Frozen Service
 M39 - none - military Service
 M40 - none - prior retirement
 M45 - Employee automatically covered under FERS.
 E19 - appointment subject to completion of 1 yr trial period begin
 T10 - Service counting towards career tenure from 4/25/10 14 1/2
 K20 - FPL 65-12



Extramural Resources Management Duties Checklist

This checklist may be used to identify duties in managing contracts, grants, cooperative agreements, and interagency agreements. It is a tool for identifying duties to be added to position descriptions for positions requiring 25% or more of time on any combination of extramural resources management duties. The checklist may be used as an amendment to position descriptions for positions requiring less than 25% of time on these duties.

Employee Information

Name: Tommy Tucker Henson II

Position Number: FY10-34

Title: General Attorney

Series/Grade: GS-0905-12

Organization: 6RC-EW

Percentage of Time Spent on Extramural Resources Management

- ☒ This position has no extramural resources management responsibilities.
- ☐ Total extramural resources management duties occupy less than 25% of time.
- ☐ Total extramural resources management duties occupy 25% to 50% of time. These duties are indicated below and described in the position description.
- ☐ Total extramural resources management duties occupy more than 50% of time. These duties are indicated below and described in the position description.

When this checklist is used as an amendment to a position description, the following signatures are required:

Supervisor's Signature [Signature] Date _____

Personnel Specialist's Signature _____ Date _____

Part 1. Contracts Management Duties

Pre-award:

- ☐ Plans procurements
- ☐ Estimates costs
- ☐ Obtains funding commitments
- ☐ Prepares procurement requests
- ☐ Writes statements of work
- ☐ Reviews statements of work
- ☐ Processes unsolicited proposals
- ☐ Responds to pre-award inquiries
- ☐ Participates in pre-award conferences
- ☐ Conducts technical evaluation of proposals
- ☐ Participates in debriefing/protests
- ☐ Other (list)

Post-award:

- ☐ Prepares delivery orders
- ☐ Reviews contractor work plans
- ☐ Reviews contractor progress reports
- ☐ Monitors government-furnished property
- ☐ Monitors cost, management, and overall technical performance of contract after award

- ☐ Monitors management and performance of delivery orders/work assignments after award
- ☐ Defines scope of work for work assignments
- ☐ Approves payment requests or ACH drawdowns
- ☐ Manages cost-reimbursement contracts
- ☐ Reviews invoices
- ☐ Inspects and accepts deliverables
- ☐ Other (list)

Close-out:

- ☐ Writes reports on contractor performance, costs, and tasks performed
- ☐ Reconciles payments with work performance
- ☐ Closes out payments
- ☐ Performs cost accounting
- ☐ Provides assistance to Contracting Officer in settling claims
- ☐ Other (list)

Percentage of Time Spent on Contracts Management:

%



Part 2. Grants/Cooperative Agreements Duties

Pre-application/Application:

- ☐ Prepares solicitation for proposals
- ☐ Identifies potential grantees for areas of program emphasis
- ☐ Makes initial determinations (whether project is procurement or assistance, whether agency has legal authority, whether applicant is eligible, whether funding is available, etc.)
- ☐ Provides administrative information to applicants
- ☐ Determines appropriateness of applicant's workplan/activities/budget and compliance with regulations and guidelines and negotiates changes with applicant
- ☐ Assists applicant in resolving issues in application
- ☐ For cooperative agreement, determines substantial Federal involvement and develops a condition for agreement
- ☐ Negotiates level of funding
- ☐ Conducts site visits to evaluate program capability
- ☐ Serves as resource to Selection Panel
- ☐ Informs applicants of funding decisions
- ☐ Other (list)

Award:

- ☐ Prepares funding package, including Decision Memorandum
- ☐ Obtains concurrences/approvals
- ☐ Reviews/concurs in completed document
- ☐ Establishes project file
- ☐ Other (list)

Project Management/Administration:

- ☐ Monitors recipient's activities and progress
- ☐ Reviews reports and deliverables and notifies recipient of comments
- ☐ Provides technical assistance to recipients

- ☐ Advises Grants Management Office of potential problems/issues
- ☐ Participates in decision/actions to ensure successful project completion and in decisions to impose sanctions
- ☐ Approves payments requests or ACH drawdowns
- ☐ Reviews requests for modifications, additional funding, etc. and makes recommendations to Grants Management Office
- ☐ Negotiates amendments
- ☐ Reviews Cost/Price/Analysis for recipient contracts/change orders (Superfund only)
- ☐ When necessary, recommends termination of the agreement
- ☐ Resolves with Grants Management Office administrative and financial issues
- ☐ Conducts periodic reviews to ensure compliance with agreement
- ☐ Other (list)

Close-out:

- ☐ Certifies deliverables were satisfactory and timely
- ☐ Provides assistance to recipients and Grants Management Office to ensure timely closeout
- ☐ Reconciles payment with work performed
- ☐ Notifies recipient of close-out requirements
- ☐ Obtains legal assistance if necessary to resolve incomplete close-out
- ☐ If project is audited, responds to issues and ensures recipient complies with audit recommendations
- ☐ Other (list)

Percentage of Time Spent on Grants/Cooperative Agreements Management:

0

%

Part 3. Interagency Agreements Duties

Pre-Agreement:

- ☐ Plans and negotiates work effort
- ☐ Estimates costs
- ☐ Obtains funding commitments
- ☐ Prepares commitment notice
- ☐ Writes or reviews scope of work
- ☐ Responds to pre-agreement inquiries
- ☐ Participates in pre-agreement conferences
- ☐ Coordinates with appropriate staff in developing Independent Government Cost Estimates (IGEs)
- ☐ Negotiates and ensures execution of Superfund State Contracts (Superfund only)
- ☐ Performs technical evaluation of work plan and budget
- ☐ Prepares funding package and obtains necessary concurrences
- ☐ Other (list)

Project Management/Administration:

- ☐ Reviews progress reports/financial reports

- ☐ Monitors cost management and overall technical performance
- ☐ Participates in decisions about project modification/termination
- ☐ Conducts periodic review of Superfund State contracts payment receipts (Superfund only)
- ☐ Inspects and accepts deliverables
- ☐ Other (list)

Close-out:

- ☐ Reviews final report
- ☐ Decides on disbursement of equipment
- ☐ Reconciles payments with work performed
- ☐ Reviews Superfund State Contracts to ensure full reimbursement (Superfund only)
- ☐ Certifies deliverables
- ☐ Resolves close-out issues with Grants Management Office/other agency
- ☐ Other (list)

Time Spent on Interagency Agreements Management:

0

%

